

**STATE BANK OF INDIA**

**INVITES E-TENDER**

**FOR**  
**AIR CONDITIONING WORK FOR**  
**SBI SATKASHI BRNACH, RBO - 5, NAVSARI**

**FROM**

**THE SBI AHMEDABAD CIRCLE EMPANELLED AIR CONDITIONING WORK CONTRACTORS UNDER THE CATEGORY OF WORKS UP RS. 5.0 LAKHS AND ABOVE**

**THE LAST DATE OF SUBMISSION OF ONLINE TENDERS:**

**15.05.2025 UP TO 15:00Hrs**

**NO PHYSICAL SUBMISSION OF DOCUMENTS REQUIRED EXCEPT PROCESS COMPLIANCE FORM**

**PART – A (TECHNICAL BID)**

**TENDER SUBMITTED BY:**

**NAME :**

**ADDRESS :**

**DATE :**

**ARCHITECTS:**



**C-610, INTERNATIONAL TRADE CENTRE, (I.T.C.) MAJURAGATE,  
BESIDE VISHWAKARMA TEMPLE, RING ROAD, SURAT - 395002  
Ph: 0261 - 400 1070, 92274 40370 E- mail : [ar.nirmaan@gmail.com](mailto:ar.nirmaan@gmail.com)**



## NOTICE INVITING TENDER (NIT)

SBI through its Architect - Ar. Nikunj R. Sayani - Nirmaan Architects & Interior Designer, invites Online E-tender in two bid system, from the Bank's Empanelled AIR CONDITIONING work contractors of Ahmedabad Circle for AIR CONDITIONING Work at SBI **SATKASHI BRNACH, RBO - 5, NAVSARI**

|    |  |   |
|----|--|---|
| 1  | Name of Work   | PROPOSED AIR CONDITIONING WORK OF SBI <b>SATKASHI BRNACH, RBO - 5, NAVSARI</b>  |
| 2  | Time allowed for completion  | <b>45 days</b> from date of acceptance of work order.   |
| 3  | Estimated cost   | <b>Rs. 1,85,400/-</b>   |
| 4  | Earnest Money Deposit  | <b>Rs. 1,850/-</b> by means of Demand Draft / Pay Order from any scheduled Nationalized Bank drawn in favor of State Bank Of India and <b>payable at</b> Navsari. (Contractors registered with 'MSME UDYAM' need not submit EMD. Instead of EMD, they should submit registration certificate of 'MSME UDYAM') |
| 5  | Initial Security Deposit   | 2% of Tender Amount   |
| 6  | Total Security Deposit   | 5% of the final bill amount including ISD   |
| 7  | Cost of tender document.   | NIL   |
| 8  | Start and end date for downloading of tender documents from Bank's website   | <b>08.05.2025</b> to <b>15.05.2025</b> at <a href="http://www.sbi.co.in">www.sbi.co.in</a> under <Link><SBI in the news >procurement news.  |
| 9  | Last date & time for submission of online Technical bid and Sealed Price Bid | <b>15.05.2025</b> up to 15:00 Hrs   |
| 10 | Address at which & Process Compliance Form has to be submitted               | <b>Assistant General Manager, State Bank of India Region- 5, First floor, Shourya apartment, Opp Lunsikui ground, Navsari. 396 445</b>  |
| 11 | Date and time of opening of online Technical bid & Sealed Price bid          | <b>15.05.2025</b> at 15:30 Hrs  |
| 12 | Agency for arranging online Bidding (Technical bid and sealed price bid)     | M/s. Antares Systems Limited,<br>Mr. Kushal Bose<br>Mobile No.: +91 9674758719<br>e-Mail: <a href="mailto:kushal.b@antaressystems.com">kushal.b@antaressystems.com</a>  |
| 13 | Defect liability period.   | 12 months from the date of Virtual Completion   |
| 14 | Validity of offer.   | 90 days from the date of opening of Price-bid   |
| 15 | Liquidated damages   | 0.50% of contract amount per weeks subject to max. 5% of contract value or final bill value.  |
| 16 | Value of Interim Certificate   | No advance on materials / plant / machinery or mobilization advance shall be paid under any circumstances. Only full and final payment shall be made after satisfactory completion of work.   |
| 17 | Insurance  | The contractor shall obtain all necessary insurance policies (material and labor) as per the governing laws   |

|    |  |   |
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|    |  | applicable at the center& shall require to produce the original policy of Insurance& receipt of the premium as applicable in the matter to the Architect/Bank. In absence of this, Bank will be at liberty to deduct suitable amount from the Bill amount.  |
| 18 | Water and Electricity  | If contractor is permitted to use SBI source of water & electricity, the SBI will recover @ 0.5% of contract amount from the final bill of contractor. However further distribution & extension & light fixtures etc. With required MCB switches, switch boards, lamp, tube etc. shall be arranged by the contractor at their own cost within the accepted tender amount. Bank will recover 0.5% of the final bill amount towards consumption of water & electricity. |
| 19 | Rates  | Rates quoted shall be inclusive of all existing & future (including variation) taxes, duties, levies, royalties, transportation, other incidental charges, WCT etc. PVA & PVA Clause shall not be applicable.<br>Note: GST will be paid Extra as per Applicable norms. If any tenderer puts any condition/anything/any taxes extra over and above their quoted rates the tender shall be summarily rejected.  |
| 20 | Tenders can be downloaded from the bank's website <a href="http://www.sbi.co.in">www.sbi.co.in</a> (link)<SBI In the news<Procurement News> or SBI e-Tender Portal <a href="http://www.tenderwizard.in/SBIETENDER">www.tenderwizard.in/SBIETENDER</a> . It shall be responsibility of the contractor to timely submit the technical and financial bid. SBI, in no case shall be responsible for site issues/ delay in tender submission. |   |
| 21 | The contractor shall read and understand each page of the tender document thereby ensuring the number and sequence of all pages.   |   |
| 22 | No conditions other than mentioned in the tender will be considered, and if given they will have to be withdrawn before submission of final quote, else their bid will be rejected.  |   |
| 23 | Tenders received without EMD and Process Compliance Form shall be summarily rejected and such tenders shall not be allowed to participate in the Price bid process/ rejected/ not considered/ or as decided by Bank.   |   |
| 24 | The Bank will place order as per its requirement and quoting minimum rate for any category does not provide any guarantee for receiving order for that item by the firm who quotes lowest rates.   |   |
| 25 | Bank reserves right to cancel any/ all tender sat any stage without assigning any reasons.   |   |
| 26 | The Bank reserves the right to accept the tender in full or in part and the tenderer shall have no claim for revision of rates or other condition if his tender is accepted in parts.  |   |
| 27 | In case the date of tendering is declared as a holiday, the tendering will be conducted on the next working day at the same time.  |   |
| 28 | SBI reserves the right to accept or reject any or all the tenders, either in whole or in part without assigning any reason(s) for doing so, no claim / correspondence shall be entertained in this regard. For any clarification regarding Tendering procedure, please contact <b>SBI SAO –REGION - 5</b> , NAVSARI, whose address is mentioned in the NIT or Architect NIRMAAN ARCHITECTS & INTERIOR DESINGER.                          |   |
| 29 | It is vendor's/supplier's responsibility to be well prepared and get ready with E-Tendering procedures & well equipped with all requirements. SBI will not take any responsibility of delay in submission due to EMD, slow internet connectivity, system failures etc.   |   |



|    |   |
|----|---|
| 30 | Only final payment will be made.  |
| 31 | It's a New / <del>Working</del> premises. If the assigned work is in running/working Branch, the contractor should execute the site erection work in odd hours, Holidays and Sundays. |
| 32 | Percentage, if any, to be deducted from bills and total amount to be retained :10 % from Running Bills, subject to maximum Total 5% of contract amount or actual Final Bill value.    |

Yours Faithfully,

**Assistant General Manager,**  
State bank of India, Regional business office (RBO - 5),  
First floor, Shourya apartment, Opp Lunsikui ground,  
Navsari. 396 445

**LIST OF EMPANELLED AIR CONDITIONER CONTRACTORS**



**LIST OF EMPANELLED AIR-CONDITIONER CONTRACTOR UPTO Rs.5.0 LAKH**

| SN | Name, Office Address of the Applicant in Gujarat State including U/T            | Contact number & email ID                          |
|----|---|--|
| 1  | Patel Electricals, 1/A, Astha Complex, Sanskarmandal Chowk, Bhavnagar. 364001   | 9374754747, 9825088095, patelectricals55@gmail.com |
| 2  | Power Control, 18, Sursarathi Complex, B/H Rudra Complex, Ambawadi, Ahmedabad-6 | 9327030790<br>info@powercontrol.com                |
| 3  | Cool Air Enterprise, Opp.13 Ramnathpara, Garbi Chowk, Rajkot - 360001           | 9426165786<br>coolair52@gmail.com                  |

**LIST OF EMPANELLED AIR-CONDITIONER CONTRACTOR UPTO Rs.10.0 LAKH**

| SN | Name, Office Address of the Applicant in Gujarat State including U/T  | Contact number & email ID                             |
|----|---|---|
| 1  | Prince Enterprise, 60&156, Maruti Plaza, Nr. Vijay Park BRTS, Krishnanagar, Ahmedabad-382345                                    | 9979861449,<br>princeenterprise18@gmail.com           |
| 2  | RELAX AIR, 9, Premier Shopping Center, Opp, Syndicate Bank, Nr. Mirzapur Court, Mirzapur Road, Ahmedabad -1                     | 9824216799,<br>relaxair_9824216799@yahoo.in           |
| 3  | SHAINA COOLING SYSTEMS, 1759, Nr. Shah e Alam Restaurant, Gayakwad Haveli Road, Raikhad, Ahmedabad 380001                       | 9898140380,<br>shainacs2007@hatmail.com               |
| 4  | Swastik Engineers, 91 Ajanta Comercial Center, Nr. Income Tax Circle, Income Tax, Ahmedabad-380006                              | 9724800027,<br>swastikhvac@gmail.com                  |
| 5  | Maimoon Cooling agent & Electronics Appliances, 2/3857, Relax Aptment, Healdiya Sheri, Nr. Mahaveer Hospital Sangrampura, Surat | 9824602152,<br>maimoonsales52@gmail.com               |
| 6  | S M Enterprise, 23, Central Government Housing Society, New Sama Road Vadodara  | 8401497038, 9879562994.<br>smenterprise1014@gmail.com |
| 7  | Shree Maruti Ac Service, SB-42, Paradise Complex, Sayajigunj, Vadodara.390020   | 9998486570,<br>shreemarutiacservic2014@gmail.com      |
| 8  | MD Aircon, A-116, Ashwamegh Complex, Opp. Sayaji Vihar Club, Rajmahal Road, Vadodara - 390001                                   | 9825592980,<br>mdaircon@gmail.com                     |
| 9  | Mahadev Electric, 101, Shanti Complex Kotak Street Sanganva Chowk Rajkot-1,   | 9824509312,<br>hirenkanabar54@yahoo.com               |
| 10 | Real Enterprises, 104, Panchshil Plaza, Kotechanagar Main Rd., Nr. Kotecha School, Off. Amin Marg, Rajkot-360005                | 9825189029/9825386262/realente<br>rprise97@gmail.com  |
| 11 | Shah Associate, Opp. Laxmi Bhuvan, New Station Rd., Bhuj, Dist Kutchh-370001  | 9825228305/<br>shahassociate1@gmail.com               |



**LIST OF EMPANELLED AIR-CONDITIONER CONTRACTOR UPTO Rs.25.0 LAKH**

| SN | Name, Office Address of the Applicant in Gujarat State including U/T   | Contact number & email ID                        |
|----|--|--|
| 1  | Pronify Turnkey Solutions, 23E, Laxmi Industrial Esate, New Link Road, Andheri (west), Mumbai 400053                       | 9833889913,<br>proinfyturnkeysolutions@gmail.com |
| 2  | Concept Marketing, Payal Park Society, Near TVS Motors, Opp. Central Excise Bldg., B/h. Subhanpura Garden, Vadodara-390023 | 9825041848, 9909031848,<br>info@concept.net.in   |
| 3  | HCP Enterprise ,A/8 Someshwar Tenament, Opp. Nishan Vidhyalay, Arjun Ashram Road, Ranip Ahmedabad - 382480                 | 8849696356, hcpenetprise@gmail.com               |
| 4  | Sharda Refrigeration, 35, Surya Darshan Complex, Rubber Factory Circle Bhavnagar 364001                                    | 9426261853, thomasvyas@yahoo.co.in               |

**LIST OF EMPANELLED AIR-CONDITIONER CONTRACTOR UPTO Rs.50.0 LAKH**

| SN | Name, Office Address of the Applicant in Gujarat State including U/T                  | Contact number & email ID         |
|----|---|-----------------------------------|
| 1  | SYSTEM DESIGNING, 102 Aggam Complex<br>Nr. Telephone Exchange Vasna,<br>Ahmedabad - 7 | 9825024651, sdesign_trs@yahoo.com |

**LIST OF EMPANELLED AIR-CONDITIONER CONTRACTOR UPTO Rs.100.0 LAKH**

| SN | Name, Office Address of the Applicant in Gujarat State including U/T   | Contact number & email ID                            |
|----|--|--|
| 18 | Parnam HVAC Engineering Pvt. Ltd. A405/406,<br>Neelkanth Palace, 4th floor, Nr. Seema Hall,<br>100ft Anandnagar Road, Satellite, Ahmedabad<br>- 380015 | 9979866401, pranamhvac@gmail.com                     |
| 22 | Chill Air System, 1&22 Induchacha House.<br>Chhani road, Jakat Naka Baroda - 39002   | 9825603471, 9825083471,<br>chillairsystems@gmail.com |



**FORM OF TENDER**

To,

**Assistant General Manager,  
State bank of India, Regional business office (RBO - 5),  
First floor, Shourya apartment, Opp Lunsikui ground,  
Navsari. 396 445**

**PROPOSED AIR CONDITIONING WORKS FOR SBI SATKASHI BRNACH, RBO - 5, NAVSARI**

Having examined the terms & conditions, drawings, specifications, design relating to the works specified in the memorandum hereinafter set out and having visited and examined the site of the works specified in the said memorandum and having acquired the requisite information relating thereto and affecting the quotation, I/We hereby offer to execute the works specified in the said memorandum within the time specified in the said memorandum on the item rate basis mentioned in the attached schedule and in accordance in all respect with the specifications, design, drawings and instructions in writing referred to in conditions of Tender, the articles of agreement, conditions of contract and with such conditions so far as they may be applicable.

**MEMOR**

**ANDUM**

|     |   |   |
|-----|---|---|
| (a) | Description of work   | Proposed AIR CONDITIONING work at <b>SBI SATKASHI BRNACH, RBO - 5, NAVSARI</b>  |
| (b) | Earnest Money   | <b>Rs. 1,850/-</b> by means of Demand Draft / Pay Order from any scheduled Nationalized Bank drawn in favor of State Bank Of India and <b>payable at NAVSARI</b> .<br><br>(Contractors registered with 'MSME UDYAM' need not submit EMD. Instead of EMD, they should submit registration certificate of 'MSME UDYAM') |
| (c) | Percentage, if any, to be deducted from Bills and total amount to be retained | 10 % from Running Bills, subject to maximum Total 5% of contract amount or actual Final Bill value.   |
| (d) | Time allowed for completion of work from the date of issue of work order.     | <b>45 days</b> from the date of commencement as per tender.   |

Should this tender be accepted, I/we hereby agree to abide by and fulfill the terms and provisions of the said conditions of Contract annexed hereto so far as they may be applicable or in default thereof to forfeit and pay to SBI, the amount mentioned in the said conditions.

I/we have deposited Demand Draft / Banker's Cheque / FDR for a sum of **Rs.1,850/-** as Earnest money deposit with the SBI. Should I/we do fail to execute the contract when called upon to do so, I/we hereby agree that this sum shall be forfeited by me/us to SBI.



We, hereby, also undertake that, we will not raise any claim for any escalation in the prices of any of the material during the currency of contract/execution/completion period. I/We have deposited a sum of Rs. NIL of the total tender amount as Earnest Money with the State Bank of India which is not to bear any interest. Should I / We fail to execute the Contract when called upon to do so I/ We do hereby agree that this/any sum shall be forfeited by me/us to SBI and any suitable action may be taken by the Bank against us.

**Yours faithfully,**

**Signature of contractor With Seal**

1) Our Bankers are: i) ii)

The names of partners of our firm are: i) ii)

Name of the partner of the firm Authorized to sign  
Or

(Name of person having Power of Attorney to sign the Contract.)  
(Certified true copy of the Power of Attorney should be attached)

**Yours faithfully,**

**Signature of Contractors.**

**Signature and addresses of Witnesses i) ii)**



**SAMPLE BUISNESS RULE DOCUMENT**  
ONLINE E-TENDERING FOR AIR CONDITIONING WORK OF  
**SBI SATKASHI BRNACH, RBO - 5, NAVSARI.**

**(A) Business rules for E-tendering:**

1. Only Bank's empanelled AIR CONDITIONING WORK contractors with SBI under appropriate category who are invited by the project Architect/SBI shall only be eligible to participate.
2. SBI will engage the services of an E-tendering service provider who will provide necessary training and assistance before commencement of online bidding on Internet.
3. In case of e-tendering, SBI will inform the vendor in writing, the details of service provider to enable them to contact and get trained.
4. Business rules like event date, closing and opening time etc. also will be communicated through service provider for compliance.
5. Contractors have to send by email, the compliance form in the prescribed format (provided by service provider), before start of E-tendering. Without this the vendor will not be eligible to participate in the event.
6. The Contractors will be required to submit the various documents in sealed Envelope to the office of SBI **SATKASHI BRNACH, RBO - 5, NAVSARI** at the address mentioned hereinbefore by the stipulated date i.e. (1) Demand Draft of specified amount of EMD, (2) Process compliance form dully signed. Contractors not submitting any one or more documents shall not be eligible to participate in the on-line price bidding.
7. E-tendering will be conducted on schedule date & time.
8. **The e-tendering will be treated as closed only when the bidding process gets closed in all respects for the item listed in the tender.**

**(B) Terms & conditions of E-tendering:**

SBI shall finalize the Tender through e-tendering mode for which M/s. Antares Systems Limited has been engaged by SBI an authorized service provider. Please go through the guidelines given below and submit your acceptance to the same along with your Commercial Bid.

1. E-tendering shall be conducted by SBI through M/s. Antares Systems Limited, on pre-specified date. While the Contractors shall be quoting from their own offices/ place of their choice, Internet connectivity and other paraphernalia requirements shall have to be ensured by Contractors themselves. In the event of failure of their Internet connectivity, (due to any reason whatsoever it may be) it is the bidders' responsibility

In order to ward-off such contingent situation bidders are requested to make all the necessary arrangements / alternatives such as back-up power supply whatever required so that they are able to circumvent such situation and still be able to participate in the E-tendering successfully. Failure of power at the premises of Contractors during the E-tendering cannot be the cause for not participating in the E-tendering.

On account of this the time for the E-tendering cannot be extended and SBI is not responsible for such eventualities.

2. M/s. Antares Systems Limited, shall arrange to train your nominated person(s), without any cost to you. They shall also explain you all the Rules related to the E-tendering. You are required to give your compliance on it before start of bid process.
3. BIDDING CURRENCY AND UNIT OF MEASUREMENT: Bidding will be conducted in Indian currency & Unit of Measurement will be displayed in Online E-tendering.
4. BID PRICE: The Bidder has to quote the rate as per the Tender Document provided by SBI through their appointed Architects.
5. VALIDITY OF BIDS: The Bid price shall be firm for a period specified in the tender document and shall not be subjected to any change whatsoever.
6. Procedure off-tendering:

**i. Online-tendering:**

- (a) The hardcopy of the Technical as well as Price Bid is available on the Bank's website during

the period specified in the NIT.

(b) Onlinee-tenderingisopentotheempanelledbidderswhoreceiveNITfromthe Architect and qualified for participating in the price bidding as provisions mentioned hereinabove through SBI approved Service Provider.

(c) The Price-Bid shall be made available online by the Service Provider wherein the contractors will be required to fill-in their item- wise rates for each item.

(d) TheContractorsareadvisednottowaittillthelastminutetosubmittheironline item-wise quote in the price bid to avoid complications related with internet connectivity, network problems, system crash down, power failure ,etc.

(e) It is mandatory to all the bidders participating in the price bid to quote their rates for each and every item.

(f) In case, contractor fails to quote their rates for any one or more tender items, their tender shall be treated as “Incomplete Tender” and shall be liable for rejection.

7.LOG IN NAME & PASSWORD: Each Bidder is assigned a Unique User Name& Password by M/s. Antares Systems Limited. The Bidders are requested to change the Password after the receipt of initial Password from M/s. Antares Systems Limited. All bids made from the Login ID given to the bidder will be deemed to have been made by the bidder.

**8. BIDS PLACED BY BIDDER: Bids will be taken as an offer to execute the work as specified. Bids once made, cannot be cancelled / withdrawn and the Bidder shall be bound to execute the work at the quoted bid price. In case the L1 Bidder backs out or fails to complete the work as per the rates quoted, SBI shall have the liberty to take action as deemed necessary including de-paneling such contractors and forfeiting their EMD/ EMD amount through any means and imposing heavy penalty to contractor to recover the losses occurred to the Bank.**

9. At the end of the E-tendering process, SBI will decide upon the winner. SBI decision on award of Contract shall be final and binding on all the Bidders.

10. SBI shall beat liberty to cancel the E-tendering process/tender at anytime, before ordering, without assigning any reason.

11. SBI shall not have any liability to bidders for any interruption or delay in access to the site irrespective of the cause.

12. Other terms and conditions shall be as per your techno-commercial offers and other correspondences till date.

13. OTHER TERMS & CONDITIONS:

- The Bidder shall not involve himself or any of his representatives in Price manipulation of any kind directly or indirectly by communicating with other suppliers/ bidders.
- The Bidder shall not divulge either his Bids or any other exclusive details of SBI to any other party.
- SBI decision on award of Contract shall be final and binding on all the Bidders.
- SBI reserve their rights to extend, reschedule or cancel any E-tendering within its sole discretion.
- SBI or its authorized service provider M/s. Antares Systems Limited shall not have any liability to Bidders for any interruption or delay in access to the site irrespective of the cause.
- SBI or its authorized service provider M/s. Antares Systems Limited is not responsible for any damages, including damages that result from, but are not limited to negligence.
- SBI or its authorized service M/s. Antares Systems Limited will not be held responsible for consequential damages, including but not limited to systems problems, inability to use the system, loss of electronic information, etc.

**N.B.**

- All the Bidders are required to submit the Process Compliance Statement (Annexure-II) duly signed to M/s. Antares Systems Limited.

- All the bidders are requested to ensure that they have a valid digital signature certificate well in advance to participate in the online event.



## PROCESS COMPLIANCE STATEMENT (ANNEXURE II)

(The bidders are required to print this on their company's letter head and sign, stamp before e-mailing)

To,

M/s. Antares Systems Limited,

Mr. Kushal Bose

Mobile No.: +91 9674758719

e-Mail: [kushal.b@antaressystems.com](mailto:kushal.b@antaressystems.com)

### AGREEMENT TO THE PROCESS RELATED TERMS AND CONDITIONS FOR THE ONLINE E-TENDERING FOR AIR CONDITIONING WORK OF SBI **SATKASHI BRNACH, RBO - 5, NAVSARI.**

Dear Sir,

This has reference to the Terms & Conditions for the E-tendering mentioned in the Tender document

This letter is to confirm that:

- 1) The undersigned is authorized representative of the company.
- 2) We have studied the Commercial Terms and the Business rules governing the E-tendering as mentioned in RFP of SBI as well as this document and confirm our agreement to them.
- 3) We also confirm that we have taken the training on the E-tendering tool and have understood the functionality of the same thoroughly.
- 4) We confirm that SBI and M/s. Antares Systems Limited shall not be liable & responsible in any manner whatsoever for my/our failure to access & bid on the E-tendering platform due to loss of internet connectivity, electricity failure, virus attack, problems with the PC, any other unforeseen circumstances etc. before or during the E-tendering event.
- 5) We confirm that we have a valid digital signature certificate issued by a valid Certifying Authority.
- 6) We, hereby confirm that we will honor the Bids placed by us during the E-tendering process.

With regards, Date:

Signature with company seal Name:

Company / Organization:

Designation within Company / Organization: Address of Company / Organization:

Scan it and send to this Document on -----



(On Non -Judicial Stamp paper of appropriate value)

ARTICLES OF AGREEMENT

Articles of Agreement made this \_\_\_\_\_ day of \_\_\_\_\_ between **State Bank Of India, a body, corporate constituted under the State Bank Of India Act and having its Corporate office at Madame Cama Road, Mumbai.** hereinafter called the Bank which expressions shall include its successors and assigns of the one part and \_\_\_\_\_ (name & address of contractor) \_\_\_\_\_ hereinafter called the "Contractor" which expression shall include the successors and assigns of the other part.

WHEREAS the Bank is desirous of executing the work of Interior Decoration & Furnishing work: **AIR CONDITIONING WORK of SBI SATKASHI BRNACH, RBO - 5, NAVSARI for State Bank of India** and has caused drawings, specifications, and schedule of quantities etc. describing the works to be prepared by the Architect.

AND WHEREAS for the said construction of local Regional Office Building for State Bank of India at NAVSARI, Terms & Conditions, Specifications and the Schedule of items, quantities etc., have been signed by and on behalf of the parties hereto.

AND WHEREAS the Contractor has agreed to execute upon, subject to the conditions set forth herein and Schedule of Items and quantities, General & Special Conditions of Contract, specifications etc contained in the tendered documents including all correspondences exchanged by or between the parties from the submission of tender till the award of work, both letters inclusive, (all of which are collectively hereinafter referred to as "the said conditions" , details of which are described in the schedule attached hereto, the works shown upon the said drawings and/or described in the said specification and included in the schedule of items and quantities at the respective rates therein set forth amounting to the sum as therein arrived at or such other sum shall become payable there under arrived at or such other sum as shall become payable there under (hereinafter referred to as "the said contract amount")

NOW IT IS HEREBY AGREED AS FOLLOWS:

1. In consideration of the said contract amount to be paid at the time and in the manner set forth in the said conditions, the contractor shall upon and subject to the said conditions execute and complete the work shown in the said drawings and described in the said specifications and the schedule of items and quantities, as per the terms and conditions contained in the said conditions.
2. The Bank shall pay the Contractor said contract amount, or such other sum as shall become payable, at the time and in the manner specified in the said conditions.

The Architects in the said condition shall mean the Nirmaan Architects & Interior Designer, C-610, INTERNATIONAL TRADE CENTRE, (I.T.C.) MAJURAGATE, BESIDE VISHWAKARMA TEMPLE, RING ROAD, SURAT - 395002 In the event of their ceasing to be the Architects for the purpose of this contract for whatever reason, such other person or persons as shall be nominated for that purpose by the Bank, provided always that no person subsequently appointed as Architects under this contract shall be entitled to disregard or over rule any previous decisions or approvals or directions given or expressed in writing by the Architects for the time being.

3. The said general condition, Special condition, technical drawings, Notice Inviting Tender, specifications, Guarantee, Instruction to Tenderers Price Bid (Schedule of Quantities), Correspondences, Letter of Acceptance, Agreements and Appendices there to, contained in the tendered documents/said conditions shall be read and considered as forming part of this Agreement, and the parties hereto shall respectively abide by, submit themselves to the said conditions and perform the agreements on their part respectively in the said conditions contained therein.
4. The plans, agreements and documents mentioned herein shall form the basis of this contract. This contract is neither a fixed Lump Sum contract but is a contract to carry out the work in respect of the "Interior Decoration & Furnishing work: **AIR CONDITIONING WORK of SATKASHI BRNACH, RBO - 5, NAVSARI** for **State Bank of India** as per the scope described and to be paid for according to actual measured quantities at the rates contained in the Schedule of Rates and /or negotiated rates and Probable quantities or as provided in the said conditions.
5. The Bank reserves to itself the rights of altering the specifications and nature of the work by adding to or omitting any items of work or having portions of the same carried out without prejudice to this contract.
7. (a) The Contractors represent that they have experience and competent staff which will enable them to ensure proper quality check on the materials, whether brought by the contractors or supplied by the Bank to the contractors, and which will ensure that the contractor will carry out proper tests as required by the specifications and will supervise the day to day working and execution of the contract work.  
(b) If the contractors have any doubt about the quality of the materials or any difficulty in supervision of the day to day work it shall be duty of the contractors to report the matter in writing forthwith to the Bank and for the time being suspend that portion of the work about which difficulty is experienced, and the contractors will abide by the directions given by the Bank.  
(c) The contractors are aware that the Bank will not give day to day supervision but will periodically supervise and the contractor has to perform their obligations under the instructions given to him periodically and under sub clauses (a) and (b) above.  
(d) The contractors covenant and warrant that completed items of work as well as the entire work on completion will be in conformity with the specifications and the terms and conditions contained in the said conditions and will be of contract quality and description.  
(e) The employer reserves to itself the right of altering the drawings and nature of the work by adding to or omitting any items of work or having portions of the same carried out without prejudice to this contract.
8. Time shall be considered as the essence of this contract and the contractor hereby agrees to commence the work on the day on which he is instructed to take possession of the site or from the fourteenth day after the day of issue of formal Work Order as provided for in the said conditions whichever is later and to complete the entire work within **45 days** subject nevertheless to the provisions for the extension of time.
9. Any dispute arising under this Agreement shall be referred to arbitration in accordance with the stipulation laid down in the general conditions of contract.
10. The contents of this contract agreement have been read by the contractor and fully understood by the contractor.



IN WITNESS WHERE OF the Bank and the Contractor have set their respective hands to these Presents and two duplicates here of the day and year first herein above written (If the Contractor is a Partnership Firm or an Individual).

IN WITNESS WHERE OF the Bank has set its hands to these presents through its duly authorized official and the contractor has caused its common seal to be affixed here unto and the said duplicates have/has caused these presents and the said two duplicates here of to be executed on its behalf, the day and year first here in above written (If contractor is a Company).

Signature clause:

\_\_\_\_\_  
SIGNED AND DELIVERED

By the hand of Shri ----- **Assistant General Manager of State Bank Of India**  
(Name and Designation)

In presence of \_\_\_\_\_

1. \_\_\_\_\_  
Address \_\_\_\_\_

2. \_\_\_\_\_  
Address \_\_\_\_\_  
(Witness)

SIGNED AND DELIVERED by \_\_\_\_\_ (If the Contractor is a Partnership Firm or an individual, should be signed by all partners or by duly authorized person on behalf of all partners)

(1) \_\_\_\_\_  
Address \_\_\_\_\_

(2) \_\_\_\_\_  
Address \_\_\_\_\_  
(Witness)

**THE COMMON SEAL OF \_\_\_\_\_ was hereinto affixed pursuant to the resolution By Board of Directors at the Meeting held on (If the Contractor signs under its common seal, the Signature Clause should tally with the sealing clause in the Articles of Association)**

SIGNED AND DELIVERED by

(1) \_\_\_\_\_  
(2) \_\_\_\_\_

1) \_\_\_\_\_  
Address \_\_\_\_\_  
(Witness)

(2) \_\_\_\_\_  
Address \_\_\_\_\_

SIGNED AND DELIVERED by \_\_\_\_\_ (If the Contractor has signed by the hand of Power of Attorney , whether a Company or Individual)

(1) \_\_\_\_\_  
Address \_\_\_\_\_

(2) \_\_\_\_\_  
Address \_\_\_\_\_

(Witness)

## **INSTRUCTIONS TO THE TENDERERS**

### **1.0 Scope of work**

Sealed Tenders are invited by SBI on behalf of SBI for Proposed Air Conditioning works for SBI **SATKASHI BRNACH, RBO - 5, NAVSARI**

### **1.1 Site and its location**

The proposed work is to be carried out at SBI **SATKASHI BRNACH, RBO - 5, NAVSARI,**

### **2.0 Tender documents**

**2.1** The work has to be carried out strictly according to the conditions stipulated in the tender consisting of the following documents and the most workmen like manner.

#### **Instructions to tenderers**

**General conditions of Contract**

**Special conditions of Contract**

**Additional Specifications**

**Drawings**

**Priced bid A**

**2.2** The above documents shall be taken as complementary and mutually explanatory of one another but in case of ambiguities or discrepancies, shall take precedence in the order given below;

- a) Price Bid
- b) Additional Specifications
- c) Technical specifications
- d) Drawings
- e) Special conditions of contract
- f) General conditions of contract
- g) Instructions to Tenderers

**2.3** Complete set of tender documents including relative drawings can be downloaded from the website [www.sbi.co.in](http://www.sbi.co.in)

**2.4** The tender documents are not transferable.

### **3.0 Site Visit:**

**3.1** The tenderer must obtain himself on his own responsibility and his own expenses all information and data that may be required for the purpose of filling this tender document and enter into a contract for the satisfactory performance of the work. The tenderer is requested satisfy himself regarding the availability of water, power, transport and communication facilities, the character quality and quantity of the materials, labour, the law and order situation, climatic conditions local authorities requirement, traffic regulations etc; The tenderer will be fully responsible for considering the financial effect of any or all the factors while submitting his tender.

### **4.0 Earnest Money:**



- 4.1 The tenderers are requested to submit the Earnest Money of **Rs.1,850** by means of **Demand Draft/Pay Order**(Valid for a period of 90 Days from the last date of submission of the tender) from any scheduled Nationalized Bank drawn **in favor of SBI and payable at NAVSARI**. (Contractors registered with 'MSME UDYAM' need not submit EMD. Instead of EMD, they should submit registration certificate of 'MSME UDYAM')
- 4.2 EMD in any other form other than as specified above will not be accepted. Tender not accompanied by the EMD in accordance with clause 4.1 above shall be rejected.
- 4.3 No interest will be paid on the EMD.
- 4.4 EMD of unsuccessful tenderer will be refunded within 30 days of award of Contract.
- 4.5 EMD of successful tenderer will be retained as a part of security deposit.
- 5.0 Initial Security Deposit:  
The successful tenderer will have to submit a sum equivalent to 2% of accepted tender value less EMD by means of DD drawn in favor of SBI **payable at** NAVSARI within a period of 7 days of acceptance of tender.

#### **5.1 Security Deposit:**

Total security deposit shall be 5% of contract value. Out of this **NIL** of contract value is in the form of Initial Security Deposit (ISD) which includes the EMD. Balance 3% shall be deducted from the running account bill of the work at the rate of 10% of the respective running account bill i.e., deduction from each running bill account will be **@ 10%** till Total Security Deposit (TSD) reaches to 5% of contract value. The 50% of the Total Security Deposit shall be paid to the contract on the basis of architect's certifying the virtual completion. The balance 50% would be paid to the contractors after the defects liability period as specified in the contract.

#### **5.2 Additional Security Deposit:**

In case L-1 bidder quotes abnormally low rates (i.e. 10% or more, below estimated project cost), the bank may ask such bidder to deposit additional security deposit (ASD) equivalent to difference of estimated cost vis-à-vis L-1 quoted amount for due fulfillment of contract. Such ASD could be in the joint name of the Bank and bidder in the form of FDR / Bank's guarantee as per format approved by the Bank. On successful completion of work ASD will be returned to the contractor. In case contractor fails to complete the work in time or as per tender specification or leave the job incomplete, the bank will be at liberty to recover the dues from ASD or to forfeit such ASD as the case may be within its sole discretion.

No interest shall be paid to the amount retained by the Bank as Security Deposit for the defect liability period of one year from the date virtual completion certificate (VCC). However, interest on FDR for additional security deposit will be received by the bidder.

#### **5.3 Signing of contract Documents:**

The successful tenderer shall be bound to implement the contract by signing an agreement and conditions of contract attached herewith within 15 days from the receipt of intimation of acceptance of the tender by the Bank. However, the written acceptance of the tenders by the Bank will constitute a binding agreement between the Bank and successful tenderer whether such formal agreement is subsequently entered in to or not.

## **6.0 Completion Period:**

Time is essence of the contract. The work should be completed in all respect accordance with the terms of contract within a period of **45 days** from the date of award of work.

## **7.0 Validity of Tender: As per NIT**

If the tenderer withdraws his/her offer during the value period or makes modifications in his/her original offer which are not acceptable to Bank without prejudice to any other right or remedy the Bank shall be at liberty to forfeit the EMD.

## **8.0 Liquidated Damages:**

The liquidated damages shall be 0.50% per week subject to a maximum of 5% of contract value.

## **9.0 Rate and prices:**

### **9.0.1 In case of item rate tender:**

The tenderers shall quote their rates for individual items both in words and figure. In case of discrepancy between the rate quoted in words and figures, the unit rate quantity in words will prevail. If no rate is quoted for a particular item the contractor shall not be paid for that item when it is executed. The amount of each item shall be calculated and the requisite total is given. In case of discrepancy between the unit rate and the total amount calculated from multiplication of unit rate and the quantity the unit rate quoted will govern and the amount will be corrected.

The tenderers need not quote their rates for which no quantities have been given. In case the tenderers quote their rates for such items those rates will be ignored and will not be considered during execution.

The tenderers should not change the units as specified in the tender. If any unit is changed the tenders would be evaluated as per the original unit and the contractor would be paid accordingly.

The tenderer should not change or modify or delete the description of the item. If any discrepancy is observed he should immediately bring to the knowledge of the Architect/ SBI Each page of the BOQ shall be signed by the authorized person and cutting or overwriting shall be duly attested by him.

Each page shall be totaled and the grand total shall be given.

**The rate quoted shall be firm and shall include all costs, allowances, materials, labours, taxes etc. except G.S.T, which shall be payable / reimbursed at actual**

The SBI reserve their rights to accept any tenders, either in whole or in part or may entrust the work in phases or may drop the part scope of work at any stage of the project within its sole discretion without assigning any reason(s) for doing so and no claim / correspondence shall be entertained in this regard.

SIGNATURE OF THE CONTRACTOR WITH SEAL



## **GENERAL CONDITIONS OF CONTRACT**

### **1.0 Definitions:-**

“Contract means the documents forming the tender and the acceptance thereof and the formal agreement executed between SBI. (client) and the contractor, together with the documents referred there in including these conditions, the specifications, designs, drawings and instructions issued from time to time by the Architects / Bank and all these documents taken together shall be deemed to form one contract and shall be complementary to one another.

In the contract the following expressions shall, unless the context otherwise requires, have the meaning hereby respectively assigned to them.

‘SBI’ shall mean SBI having its Chief Manager (GB), State Bank Of India, ADMIN office, SBI, NAVSARI and includes the client’s representatives, successors and assigns.

1.0.1 ‘Architects/ Consultants’ shall mean Ar. Nikunj R. Sayani - **Nirmaan Architects & Interior Designer**, Surat..

1.0.2 ‘Site Engineer’ shall mean an Engineer appointed by the SBI at site as their representative for day-to-day supervision of work and to give instructions to the contractors.

1.0.3 ‘The Contractor’ shall mean the individual or firm or company whether incorporate not, undertaking the works and shall include legal personal representative of individual or the composing the firm or company and the permitted assignees of individual or firms of company.

The expression ‘works’ or ‘work’ shall mean the permanent or temporary work description in the “Scope of work” and/or to be executed in accordance with the contract includes materials, apparatus, equipment, temporary supports, fittings and things of kinds to be provided, the obligations of the contractor hereunder and work to be done by the contractor under the contract.

1.0.4 ‘Engineer’ shall mean the representative of the Architect/consultant.

1.0.5 ‘Drawings’ shall mean the drawings prepared by the Architects and issued by the Engineer and refer red to in the specifications and any modifications of such drawings as may be issued by the Engineer from time to time Contract value shall mean value of the entire work as stipulated in the letter of acceptance of tender subject such additions there to or deductions there from as may be made under the provide herein after contained.

1.0.6 Specifications’ shall mean the specifications referred to in the tender and modifications thereof as may time to time be furnished or approved by the Architect/Consultant.

1.0.7 “Month” means calendar month.

1.0.8 “Week” means seven consecutive days.

1.0.9 “Day” means a calendar day beginning and ending at 00 Hrs and 24 Hrs



respectively.

“SBI Engineer” shall mean The Civil/Electrical Engineer in-charge of the Project, as nominated by the Dy. General Manager (B&O), State Bank Of India, ADMIN office, SBI, SURAT

1.1.11 The following shall constitute the Joint Project Committee (herein under referred to as JPC) for assessing and reviewing the progress of the work on the project and to issue instructions or directions from time to time for being observed and followed by the Architects Site Engineer / PMC and other consultants / contractors engaged in the execution of the project.

- i) AGM – P & E of SBI
- ii) SBI Engineer (Civil and Electrical) in-charge of the Project
- iii) Concerned partner of the Architects and their Resident Architect Member.

## **CLAUSE**

### **1.0 Total Security Deposit**

Total Security deposit comprise of Earnest Money Deposit, Initial security deposit and Retention Money

### **1.1 Earnest Money Deposit-**

The tenderer shall furnish EMD of Rs.1,850 in the form of Demand draft or bankers cheque drawn in favor of SBI payable at NAVSARI, on any Scheduled Bank. No tender shall be considered unless the EMD is so deposited in the required form. No interest shall be paid on this EMD. The EMD of the unsuccessful tenderer shall be refunded soon after the decision to award the contract is taken without interest. The EMD shall stand absolutely forfeited if the tenderer revokes his tender at any time the period when he is required to keep his tender open acceptance by the SBI or after it is accepted by the SBI , the contractor fails to enter into a formal agreement or fails to pay the initial security deposit as stipulated or fails to commence the commence the work within the stipulated time.

### **1.2 Initial Security Deposit (ISD)**

The amount of ISD shall be NIL of accepted value of tender in the form of DD/Fixed Deposit Receipt (FDR) drawn on any scheduled Bank and shall be deposited within 15 days from the date of acceptance of tender.

### **1.3 Retention Money:**

Besides the SD as deposited by the contractor in the above said manner, the Retention money shall be deducted from the running account bill at the rate of 10% of the gross value of work done by the contractor and claimed in each bill provided the total security deposit i.e. ISD plus EMD plus Retention Money shall both together not exceed 5% of the contract value. The 50% of the total security deposit shall be refunded to the contractor without any interest on issue of Virtual Completion certificate by the Architect/consultant. The balance 50% of the total security deposit shall be refunded to the contractors without interest within fifteen days after the end of defects liability period provided the contractor has satisfactorily attended to all defects in accordance with the conditions of contract including site clearance.

## **2.0 Language:**

The language in which the contract documents shall be drawn shall be in English.

## **3.0 Errors, omissions and discrepancies:**

In case of errors, omissions and/ or disagreement between written and scaled dimensions on the drawings or between the drawings and specifications etc., the following order shall apply.

- i) Between scaled and written dimension (or description) on a drawing, the latter shall be adopted.
- ii) Between the written or shown description or dimensions in the drawings and the corresponding one in the specification the former shall be taken as correct.
- iii) Between written description of the item in the specifications and descriptions in bills of quantities of the same item, the former shall be adopted:
  - a) In case of difference between rates written in figures and words, the rate in words shall prevail.
  - b) Between the duplicate / subsequent copies of the tender, the original tender shall be taken as correct.

## **4.0 Scope of Work:**

The contractor shall carryout complete and maintain the said work in every respect strictly accordance with this contract and with the directions of and to the satisfaction Bank to be communicated through the architect/consultant. The architect/consultant at the directions of the SBI from time to time issue further drawings and / or write instructions, details directions and explanations which are here after collectively references to as Architect's / consultant's instructions in regard to the variation or modification of the design, quality or quantity of any work or the addition or omission or substitution work. Any discrepancy in the drawings or between BOQ and / or drawings and/or specifications. The removal from the site of any material brought thereon by the Contractor and any substitution of any other materials therefore the removal and/or re-execution of any work executed by him. The dismissal from the work of any person engaged the re upon.

## **5.0 i) Letter of Acceptance:**

Within the validity period of the tender the SBI shall issue a letter of acceptance directly or through the architect by registered post or otherwise depositing at the of the contractor as given in the tender to enter into a Contract for the execution of the work as per the terms of the tender. The letter of acceptance shall constitute a bind contract between the SBI and the contractor.

## **ii) Contract Agreement:**

On receipt of intimation of the acceptance of tender from the SBI /Architect the successful tenderer shall be bound to implement the contract and within fifteen days there of shall sign an agreement in a non-judicial stamp paper of appropriate value.

## **6.0 Ownership of drawings:**

All drawings, specifications and copies thereof furnished by the SBI through its Architect / consultants are the properties of the SBI They are not to be used on other work.

### **7.0 Detailed drawings and instructions:**

The SBI through its architects / consultants shall furnish with reasonable proper additional instructions by means of drawings or otherwise necessary for the execution of the work. All such drawings and instructions shall be consistent with contract documents, true developments thereof and reasonably inferable there.

The work shall be executed in conformity there with and the contractor prepare a detailed programme schedule indicating therein the date of start and completion of various activities on receipt of the work order and submit the same to the SBI through the architect/consultant

### **7(a) Copies of agreement:**

Two copies of agreement duly signed by both the parties with the drawings shall be handed over to the contractors.

### **8.0 Liquidated damages:**

If the contractor fails to maintain the required progress in terms of clause 6.0 of GOC or to complete the work and clear the site including vacating their office on or before the contracted or extended date or completion, without justification in support of the cause of delay, he may be called upon without prejudice to any other right of remedy available under the law to the SBI on account of such breach to pay a liquidated damages at the rate of 0.50% of the contract value which subject to a maximum of 5% of the contract value.

### **9.0 Materials, Appliances and Employees:**

Unless or otherwise specified the contractor shall provide and pay for all materials, labour, water, power, tools, equipment transportation and any other facilities that are required for the satisfactory execution and completion of the work. Unless or otherwise specified all materials shall be new and both workmanship and materials shall be best quality. The contractor shall at all times enforce strict discipline and good order among his employees and shall not employ on the work any unfit person or anyone not skilled in the work assigned to him. Workman whose work or behavior is found to be unsatisfactory by the SBI /Architect/ consultant he shall be removed from the site immediately.

### **10.0 Permits, Laws and Regulations:**

Permits and licenses required for the execution of the work shall be obtained by the contractor at his own expenses. The contractor shall give notices and comply with the regulations, laws, and ordinances rules, applicable to the contract. If the contractor observes any discrepancy between the drawings and specifications, he shall promptly notify the SBI in writing under intimation of the Architect/ Consultant. If the contractor performs any act, which is against the law, rules and regulations he shall meet all the costs arising the reform and shall indemnify the SBI any legal actions arising there from.

### **11.0 Setting out Work:**

The contractor shall set out the work and shall be responsible for the true and perfect setting out of the same and for the correctness of the positions, levels, dimensions, and alignment of all parts thereof and get it approved by the architect / consultant before



proceeding with the work. If at any time any error in this respect shall appear during the progress of the works, irrespective of the fact that the layout had been approved by, the architect / consultant the contractor shall be responsible for the same and shall his own expenses rectify such error, if so, required to satisfaction of the SBI

### **12.0 Protection of works and property:**

The contractor shall continuously maintain adequate protection. of all his work from damage and shall protect the SBI's properties from injury or loss arising in connection with contract. He shall make good any such damage, injury, loss, except due to causes beyond his control and due to his fault or negligence.

He shall take adequate care and steps for protection of the adjacent properties. The contractor shall take all precautions for safety and protections of his employees on the works and shall comply with all applicable provisions of Govt. and local bodies' safety laws and building codes to prevent accidents, or injuries to persons or property on about or adjacent to his place of work. The contractor shall take insurance covers as per clause at his own cost. The policy may be taken in joint names of the contractor and the SBI and the original policy may be lodged with the SBI

### **13.0 Inspection of work:**

The SBI / Architect / Consultant or their representatives shall at all reasonable times have free access to the work site and / or to the workshop, factories, or other places where materials are lying or from where they are obtained and the contractor shall give every facility to the SBI/Architect/consultant and their representatives necessary for inspection and examination and test of the materials and workmanship. No person unless authorized by the SBI/ Architect /Consultant except the representative of Public authorities shall be allowed on the work at any time. The proposed work either during its construction stage or its completion can also be inspected by the Chief Technical Examiner's Organization a wing of Central Vigilance commission.

### **14.0 Assignment and subletting:**

The whole of work included in the contract shall be executed the contractor and he shall not directly entrust and engage or indirectly transfer, assign or underlet the contract or any part or share there of or interest therein without the written consent of the SBI through the Architect and no undertaking shall relieve the contractor from the responsibility of the contractor from active & superintendence of the work during its progress.

### **15.0 Quality of materials, workmanship & Test:**

All materials and workmanship shall be best of the respective kinds described in the contract and in accordance with Architect/consultant instructions and shall be subject from time to time to such tests as the architect/consultant may direct at the place of manufacture or fabrication or on the site or an approved testing laboratory. The contractor shall provide such assistance, instruments, machinery, labor, and materials as are normally required for examining measuring sampling and testing any material or part of work before in corporation in the work for testing as may be selected and required by the architect/consultant.

**ii) Samples:**

All samples of adequate numbers, size, shades & pattern as per specifications shall be supplied by the contractor without any extra charges. If certain items proposed to be used are of such nature that samples cannot be presented or prepared at the site detailed literature / test certificate of the same shall be provided to the satisfaction of the Architect/consultant before submitting the sample/literature the contractor shall satisfy himself that the material / equipment for which he is submitting the sample / literature meet with the requirement of tender specification. Only when the samples are approved in writing by the architect/consultant the contractor shall proceed with the procurement and installation of the particular material / equipment. The approved samples shall be signed by the Architect / Consultant for identification and shall be kept on record at site office until the completion of the work for inspection / comparison at any time. The Architect/Consultant shall take reasonable time to approve the sample. Any delay that might occur in approving the samples for reasons of its not meeting the specifications or other discrepancies inadequacy in furnishing samples of best qualities from various manufacturers and such other aspects causing delay on the approval of the materials / equipment etc. shall be to the account of the contractor.

**iii) Cost of tests:**

The cost of making any test shall be borne by the contractor if such test is intended by or provided for in the specification or BOQ.

**iv) Costs of tests not provided for:**

If any test is ordered by the Architect/ Consultant which is either

a) If so intended by or provided for or (in the cases above mentioned) is not so particularized, or though so intended or provided for but ordered by the Architect / Consultant to be carried out by an independent person at any place other than the site or the place of manufacture or fabrication of the materials tested or any Government / approved laboratory, then the cost of such test shall be borne by the contractor.

**16.0 Obtaining information related to execution of work:**

No claim by the contractor for additional payment shall be entertained which is consequent upon failure on his part to obtain correct information as to any matter affecting the execution of the work nor any misunderstanding or the obtaining incorrect information or the failure to obtain correct information relieve him from any risks or from the entire responsibility for the fulfillment of contract.

**17.0 Contractor's superintendence:**

The contractor shall give necessary personal superintendence during the execution the works and as long, thereafter, as the Architect/Consultant may consider necessary until the expiry of the defects liability period, stated hereto.

**18.0 Quantities:**

The bill of quantities (BOQ) unless or otherwise stated shall be deemed to have been prepared in accordance with the Indian Standard Method of Measurements and quantities. The rate quoted shall remain valid for variation of quantity against individual item to any extent. The entire amount paid under Clause 19, 20 hereof as well as amounts of prime cost and provision sums, if any, shall be excluded.

**19.0 Works to be measured:**

The Architect/Consultant may from time to time intimate to the contractor that he

requires the work to be measured and the contractor shall forthwith attend or send a quantity representative to assist the Architect in taking such measurements and calculation and to furnish all particulars or to give all assistance required by any of them. Such measurements shall be taken in accordance with the Mode of measurements detail in the specifications. The representative of the Architect / Consultant shall take measurements with the contractor's representative and the measurements shall be entered in the measurement book. The contractor or his authorized representative shall sign all the pages of the measurement book in which the measurements have been recorded in token of his acceptance. All the corrections shall be duly attested by both representatives. No over writings shall be made in the M book should the contractor not attend or neglect or omit to depute his representative to take measurements the measurements recorded by the representative of the Architect/consultant shall be final. All authorized extra work, omissions and all variations made shall be included such measurement.

### **20.0 Variations:**

No alteration, omission or variation ordered in writing by the Architect/consultant vitiates the contract. In case the SBI/ Architect / Consultant thinks proper at any during the progress of works to make any alteration in, or additions to or omission from the works or any. Alteration in the kind or quality of the materials to be used therein, the Architect / Consultant shall give notice thereof in writing to the contractor shall confirm in writing within seven days of giving such oral instructions the contract shall alter to, add to, or omit from as the case may be in accordance with such but the contractor shall not do any work extra to or make any alterations or additions to or omissions from the works or any deviation from any of the provisions of the contract, stipulations, specifications or contract drawings without previous consent in writing of the Architect/ Consultant and the value of such extras, alterations, additions or omissions shall in all cases be determined by the Architect / Consultant and the same shall be added to or deducted from the contract value, as the case maybe.

### **21.0 Valuation of Variations:**

No claim for an extra shall be allowed unless it shall have been executed under the authority of the Architect / Consultant with the concurrence of the SBI as herein mentioned. Any such extra is herein referred to as authorized extra and shall be made in accordance with the following provisions.

- (i) The net rates or prices in the contract shall determine the valuation of the extra work where such extra work is of similar character and executed under similar conditions as the work price herein.
- (ii) Rates for all items, wherever possible should be derived out of the rates given in the priced BOQ.

The net prices of the original tender shall determine the value of the items omitted, provided if omissions do not vary the conditions under which any remaining items of Works are carried out, otherwise the prices for the same shall be valued under sub-Clause 'c' hereunder.

Where the extra works are not of similar character and/or executed under similar conditions as aforesaid or where the omissions vary the conditions under which any

remaining items or works are carried out, then the contractor shall within 7 days of the receipt of the letter of acceptance inform the Architect/ consultant of the rate which he intends to charge for such items of work, duly supported by analysis of the rate or rates claimed and the Architect/consultant shall fix such rate or prices as in the circumstances in his opinion are reasonable and proper, based on the market rate.

Where extra work cannot be properly measured or valued the contractor shall be allowed day work prices at the net rates stated in the tender, of the BOQ or, if not, so stated then in accordance with the local day work rates and wages for the district; provided that in either case, vouchers specifying the daily time (and if required by the Architect/Consultant) the workman's name and materials employed be delivered for verifications to the Architect /consultant at or before the end of the week following that in which the work has been executed.

It is further clarified that for all such authorized extra items where rates cannot be derived from the tender, the Contractor shall submit rates duly supported by rate analysis worked on the 'market rate basis for material, labor hire / running charges of equipment and wastages etc. plus 15% towards establishment charges, contractor's overheads and profit. Such items shall, not be eligible for escalation.

### **22.0 Final measurement:**

The measurement and valuation in respect of the contract shall be completed within two months of the virtual completion of the work.

### **23.0 Virtual Completion Certificate (VCC):**

On successful completion of entire works covered by the contract to the full satisfaction of the SBI, the contractor shall ensure that the following works have been completed the satisfaction of the SBI:

Clear the site of all scaffolding, wiring, pipes, surplus materials, contractor's labour equipment and machinery.

Demolish, dismantle and remove the contractor's site office, temporary works, structure including labour sheds/camps and constructions and other items and things whatsoever brought upon or erected at the site or any land allotted to the contractor by the SBI not incorporated in the permanent works.

Remove all rubbish, debris etc. from the site and the land allotted to the contractor by the SBI and shall clear, level and dress, compact the site as required by the SBI

Shall put the SBI in undisputed custody and possession of the site and all land allot by the SBI

Shall hand over the work in a peaceful manner to the SBI

All defects / imperfections have been attended and rectified as pointed out by the Architects to the full satisfaction of SBI

Upon the satisfactory fulfillment by the contractor as stated above, the contractor is entitled to apply to the Architect / consultant is satisfied of the completion of work. Relative to which the completion certificate has been sought, the Architect/ consultant shall within fourteen (14) days of the receipt of the application for completion certificate, issue a VCC in respect of the work for which the VCC has applied.

This issuance of a VCC shall not be without prejudice to the SBI rights and contractor liabilities under the contract including the contractor's liability for defects liability nor shall the issuance of VCC in respect of the works or work at any site be construction as a waiver of any right or claim of the SBI against the contractor in respect of or work at the site and in respect of which the VCC has been issued.

#### **24.0 Work by other agencies:**

The SBI / Architect / consultant reserves the rights to use premises and any portion the site for execution of any work not included in the scope of this contract which it may desire to have carried out by other persons simultaneously and the contractor shall not only allow but also extend reasonable facilities for the execution of such work. The contractor however shall not be required to provide any plant or material for the execution of such work except by special arrangement with the SBI. Such work shall be carried out in such manner as not to impede the progress of the works included in the contract.

#### **25.0 Insurance of works:**

Without limiting his obligations and responsibilities under the contract the contractor shall insure in the joint names of the SBI And the contractor against all loss of damages from whatever cause arising other than the excepted risks, for which he is responsible under the terms of contract and in such a manner that the SBI and contractor are covered for the period stipulated I clause of GCC and are also covered during the period of maintenance for loss or damage arising from a cause, occurring prior to the commencement of the period of maintenance and for any loss or damage occasioned by the contractor in the course of any operations carried out by him for the purpose of complying with his obligations under clause.

The Works for the time being executed to the estimated current Contract value thereof, or such additional sum as may be specified together with the materials for incorporation in the works at their replacement value.

The constructional plant and other things brought on to the site by the contractor to the replacement value of such constructional plant and other things.

Such insurance shall be effected with an insurer and in terms approved by the SBI which approval shall not be unreasonably withheld and the contractor shall whenever required produce to the Architect / consultant the policy if insurance and the receipts for payment of the current premiums.

#### **26.0 Damage to persons and property:**

The contractor shall, except if and so far as the contract provides otherwise indemnify the SBI against all losses and claims in respect of injuries or damages to any person or material or physical damage to any property whatsoever which may arise out of or in consequence of the execution and maintenance of the works and against all claims proceedings, damages, costs, charges and expenses whatsoever in respect of or in relation thereto except any compensation of damages for or with respect to:

- a) The permanent use or occupation of land by or any part thereof.
- b) The right of SBI to execute the works or any part thereof on, over, under, in or through any lands.
- c) Injuries or damages to persons or properties which are unavoidable result of the execution or maintenance of the works in accordance with the contract.
- d) Injuries or damage to persons or property resulting from any act or neglect of the SBI their agents, employees or other contractors not being employed by the contractor or for or in respect of any claims, proceedings, damages, costs, charges and expenses in



respect thereof or in relation thereto or where the injury or damage was contributed to by the contractor, his servants or agents such part of the compensation as may be just and equitable having regard to the extent of the responsibility of the SBI, their employees, or agents or other employees, or agents or other contractors for the damage or injury.

**27.0 Contractor to indemnify SBI:**

The contractor shall indemnify the SBI against all claims, proceedings, damages, costs, charges and expenses in respect of the matters referred to in the provision sub-clause 26.0 of this clause.

**28.0 Contractor's superintendence:**

The contractor shall fully indemnify and keep indemnified the SBI against any action, claim, or proceeding relating to infringement or use of any patent or design or any alleged patent or design rights and shall pay any royalties which may be payable in respect to any article or part thereof included in the contract. In the event of any claim made under or action brought against SBI in respect of such matters as aforesaid the contractor shall be immediately notified thereof and the contractor shall be at liberty, at his own expenses to settle any dispute or to conduct any litigation that may arise there from, provided that the contractor shall not be liable to indemnify the SBI if the infringement of the patent or design or any alleged patent or design right is the direct result of an order passed by the Architect / consultant in this behalf.

**29.0 Third Party Insurance:**

Before commencing the execution of the work the contractor but without limiting his obligations and responsibilities under clause 25.0 of GCC shall insure against his liability for any material or physical damage, loss, or injury which may occur to any property including that of SBI, or to any person, including any employee of the SBI, by or arising out of the execution of the works or in the carrying out of the contract, otherwise than due to the matters referred to in the provision to clause 25.0 thereof.

**30.0 Minimum amount of Third Party Insurance:**

Such insurance shall be affected with an insurer and in terms approved by the SBI which approval shall not be reasonably withheld and for at least the amount stated below. The contractor shall, whenever required, produce to the Architect / consultant the policy or policies of insurance cover and receipts for payment of the current premiums.

The minimum insurance cover for physical property, injury, and death is Rs.5 Lakh per occurrence with the number of occurrences limited to four. After each occurrence contractor will pay additional premium necessary to make insurance valid for four occurrences always.

**31.0 Accident or Injury to workman:**

The SBI Shall not be liable for or in respect to any damages or compensation payable at law in respect or in consequence of any accident or injury to any workmen or other person in the employment of the contractor or any sub-contractor, save and except an accident or injury resulting from any act or default of the SBI or their agents, or employees. The contractor shall indemnify and keep indemnified SBI against all such damages and compensation, save and except as aforesaid, and against all claims,



proceedings, costs, charges and expenses whatsoever in respect thereof or in relation thereto.

**32.0 Insurance against accidents etc. to workmen:**

The contractor shall insure against such liability with an insurer approved by the SBI During the whole of the time that any persons are employed by him on the works and shall, when required, produce to the architect / consultant such policy of insurance and receipt for payment of the current premium. Provided always that, in respect of any persons employed by any sub-contractor the contractor's obligation to insured as aforesaid under this sub-clause shall be satisfied if the sub-contractor shall have insured against the liability in respect of such persons in such manner that SBI is indemnified under the policy but the contractor shall require such sub-contractor to produce to the Architect /consultant when such policy of insurance and the receipt for the payment of the current premium.

**33.0 Remedy on contractor's failure to insure:**

If the contractor fails to effect and keep in force the insurance referred to above or any other insurance which he may be required to effect under the terms of contract, then and in any such case the SBI may effect and keep in force any such insurance and pay such premium or premiums as may be necessary for that purpose and from time to time deduct the amount so paid by the SBI as aforesaid from any amount due or which may become due to the contractor, or recover the same as debt from the contractor.

Without prejudice to the others rights of the SBI against contractors. In respect of such default, the employer shall be entitled to deduct from any sums payable to the contractor the amount of any damages costs, charges, and other expenses paid by the SBI And which are payable by the contractors under this clause. The contractor shall upon settlement by the Insurer of any claim made against the insurer pursuant to a policy taken under this clause, proceed with due diligence to rebuild or repair the works destroyed or damaged. In this event all the monies received from the Insurer in respect of such damage shall be paid to the contractor and the Contractor shall not be entitled to any further payment in respect of the expenditure incurred for rebuilding or repairing of the materials or goods destroyed or damaged.

**34.0 Commencement of Works:**

The date of commencement of the work will be reckoned from the date of award of letter by the SBI

**35.0 Time for completion:**

Time is essence of the contract and shall be strictly observed by the contractor. The entire work shall be completed within a period of **45 days** from the date of commencement. If required in the contract or as directed by the Architect / consultant. The contractor shall complete certain portions of work before completion of the entire work. However, the completion date shall be reckoned as the date by which the whole work is completed as per the terms of the contract.

**36.0 Extension of time:**

If, in the opinion of the Architect/consultant, the work be delayed for reasons beyond the control of the contractor, the Architect/consultant may submit a recommendation to the SBI to grant a fair and reasonable extension of time for completion of work as per the

terms of contract. If the contractor needs an extension of time for the completion of work or if the completion of work is likely to be delayed for any reasons beyond the due date of completion as stipulated in the contract, the contractor shall apply to the SBI Through the Architect' Consultant in writing at least 30 Days before the expiry of the scheduled time and while applying for extension of time he shall furnish the reason in detail and his justification if an', for the delays. The architect/consultant shall submit their recommendations to the SBI in the prescribed format for granting extension of time. While granting extension of time the contractor shall be informed the period extended time which will qualify for levy of liquidated damages. For the balance period in excess of original stipulated period and duly sanctioned extension of time by the provision of liquidated damages as stated under clause 10.0 shall become applicable. Further the contract shall remain in force even for the period beyond the due date of completion irrespective whether the extension is granted or not.

### **37.0 Rate of progress:**

Whole of the materials, plant and labour to be provided by the contractor and the mode, manner and speed of execution and maintenance of the works are to be of a kind and conducted in a manner to the satisfaction of the Architect/consultant should the rate of progress of the work or any part thereof be at any time be in the opinion the. Architect / consultant too Slow to ensure the completion of the whole of the work the prescribed time or extended time for completion the Architect/consultant shall the re upon take such steps as considered necessary by the Architect / consultant to expedite progress so as to complete the works by the prescribed time or extended time. Such communications from the Architect / consultant neither shall relieve. The contractor from fulfilling obligations under the contract nor he will be entitled to raise any claims arising out of such directions.

### **38.0 Work during nights and holidays:**

Subject to any provision to the contrary contained in the contract no permanent work shall save as herein provided be carried on during the night or on holidays without the permission in writing of the Architect/consultant, save when the work is unavoidable or absolutely necessary for the saving of life or property or for the safety of the work in which case the contractor shall immediately advise the Architect / consultant. However the provisions of the clause shall not be applicable in the case of any work which becomes essential to carry by rotary or double shifts in order to achieve the progress and quality of the part of the works being technically required / continued with the prior approval of the Architect / consultant at no extra cost to the SBI.

All work at night after obtaining approval from competent authorities shall be carried out without unreasonable noise and disturbance.

### **39.0 No compensation or restrictions of work:**

If at any time after acceptance of the tender SBI shall decide to abandon or reduce the scope of work for any reason whatsoever and hence not required the whole or any part of the work to be carried out. The Architect / consultant shall give notice in writing that effect to the contractor and the contractor shall act accordingly in the matter. The contractor shall have no claim to any payment of compensation or otherwise what so ever on account of any profit or advantage which he might have derived from the execution of the Work fully but which he did not derive in consequence of the fore

closure of the whole or part of the work.

Provided that the contractor shall be paid the charges on the cartage only of materials actually and bonafide brought to the site of the work by the contractor and rendered surplus as a result of the abandonment, curtailment of the work or any portion thereof and then taken back by the contractor, provided however that the Architect/Consultant shall have in such cases the option of taking over all or any such materials at their purchase price or a local current rate whichever is less.

In case of such stores having been issued from SBI stores and returned by the contractor to stores, credit shall be given to him at the rates not exceeding those at which were originally issued to the contractor after taking into consideration and deduction for claims on account of any deterioration or damage while in the custody of the contractor and in this respect the decision of Architect / consultant shall be final.

#### **40.0 Suspension of work:**

The contractor shall, on receipt of the order in writing of the Architect / consultant (whose decision shall be final and binding on the contractor) suspend the progress of works or any part the offer such time and in such manner as Architect/consultant may consider necessary so as not to cause any damage or injury to the work already done or endanger the safety thereof for any of following reasons:

- a) On account any default on the part of the contractor, or
- b) For proper execution of the works or part thereof for reasons other than the default the contractor, or
- c) For safety of the works or part thereof.

The contractor shall, during such suspension, properly protect and secure the works the extent necessary and carry out the instructions given in that behalf by the Architect / consultant.

i) If the suspension is ordered for reasons (b) and (c) in sub-para (i) above:

The contractor shall be entitled to an extension of time equal to the period of every such suspension. No compensation whatsoever shall be paid on this account.

#### **41.0 Action when the whole security deposit is forfeited:**

In any case in which under any clause or clauses of this contract, the Contractor shall have rendered himself liable to pay compensation amounting to the whole of his security deposit the Architect / consultant shall have the power to adopt any of the following course as they may deem best suited to the interest of the SBI:

To rescind the contract (of which rescission notice in writing to the contractor by - Architect / consultant shall be conclusive evidence) and in which case the security, deposit of the contractor shall be forfeited and be absolutely at the disposal of SBI.

To employ labour paid by the SBI and to supply materials to carry out the work, or part of the work, debiting the contractor with the cost of the labour and materials cost of such labour and materials as worked out by the Architect / consultant shall final and conclusive against the contractor) and crediting him with the value of the work done, in all respects in the same manner and at the same manner and at the same rates as if it had been carried out by the contractor under the terms of this contract certificate of



architect /consultant as to the value of work done shall be final conclusive against the contractor.

To measure up the work of the contractor, and to take such part thereof as shall unexecuted, out of his hands, and to give it to another contractor to complete in which case any expenses which may be incurred in excess of the sum which would have been paid to the original contractor, if the whole work had been executed by him (The amount of which excess the certificates in writing of the Architects / consultant shall final and conclusive) shall be borne by original contractor and may be deducted any money due to him by SBI under the contract or otherwise, or from his security deposit or the proceeds of sale thereof, or sufficient part thereof.

In the event of any of above courses being adopted by the SBI the contractor shall have no claim to compensation for any loss sustained by him by reasons of his having purchased or procured any material or entered into any engagements or make any advances on account of, or with a view to the execution of the work or the performance of the contract and in case the contract shall be rescind under the provision aforesaid, the contractor shall not be entitled to recover or to be paid any sum or any work thereto for actually performed under this contract, unless, and until the Architect / consultant will have certified in writing the performance of such work and the value payable in respect thereof, and he shall only be entitled to be paid the value so certified.

**42.0 Owner's right to terminate the contract:**

If the contractor being an individual or a firm commit any 'Act of insolvency' or shall be adjusted an insolvent or being an incorporated company shall have an order for compulsory winding up voluntarily or subject to the supervision of Govt. and of the Official Assignee of the liquidator in such acts of insolvency or winding up shall be unable within seven days after notice to him to do so, to show to the reasonable satisfaction of the Architect / Consultant that he is able to carry out and fulfill the contract, and to give security therefore if so required by the Architect / Consultant.

Or if the contractor (whether an individual firm or incorporated Company) shall suffer execution to be issued or shall suffer any payment under this contract to be attached by or on behalf of any of the creditors of the contractor.

Or shall assign or sublet this contract without the consent in writing of the SBI through the Architect/Consultant or shall charge or encumber this contract or any payment due to which may become due to the contractor there under:

has abandoned the contract; or

has failed to commence the works, or has without any lawful excuse under these conditions suspended the progress of the works for 14 days after receiving from the SBI through the Architect / consultant written notice to proceed, or

has failed to proceed with the works with such diligence and failed to make such due progress as would enable the works to be completed within the time agreed upon, or has failed to remove the materials from the site or to pull down and replace work within seven days after written notice from the SBI through the Architect / Consultant that the

said materials were condemned and rejected by the Architect/ consultant under these conditions; or has neglected or failed persistently to observe and perform all or any of the acts matters or things by this contract to be observed and performed by the contractor for seven days after written notice shall have been given to the contractor to observe or perform the same or has to the detriment of good workmanship or in defiance of the SBI or Architect's / consultant's instructions to the contrary subject any part of the contract. Then and in any of said cases the SBI and or the Architect / consultant, may not withstanding any previous waiver, after giving seven days' notice in writing to the contractor, determine the contract, but without thereby affecting the powers of the SBI or the Architect/consultant or the obligation and liabilities of the contractor the whole of which shall continue in force as fully as if the contract had not been determined and as if the works subsequently had been executed by or on behalf of the contractor. And, further the SBI through the Architect / consultant their agents or employees may enter upon and take possession of the work and all plants, tools scaffoldings, materials, sheds, machineries lying upon the premises or on the adjoining lands or roads use the same by means of their own employees or workmen in carrying on and completing the work or by engaging any other contractors or persons to the work and the contractor shall not in any way interrupt or do any act, matter or thing to prevent or hinder such other contractor or other persons employed for complement and finishing or using the materials and plant for the works.

When the works shall be completed or as soon thereafter as convenient the SBI Or architect/consultant shall give a notice in writing to the contractor to remove his surplus materials and plants and should the contractor fail to do so within 14 days after receive thereof by him the SBI sell the same by publication, and after due publication, and shall, adjust the amount realized by such auction. The contractor shall have no right to question any of the act of the SBI incidental to the sale of the materials etc.

#### **43.0 Certificate of payment:**

The contractor shall be entitled under the certificates to be issued by the Architect / consultant to the contractor within 10 working days from the date of certificate to payment from SBI From time to time SBI shall recover the statutory recovering other dues including the retention amount from the certificate of payment. Provided always that the issue of any certificate by the Architect / consultant during progress of works or completion shall not have effect as certificate of satisfaction relieve the contractor from his liability under clause.

The Architect / consultant shall have power to withhold the certificate if the work or in part thereof is not carried out to their satisfaction. The Architect/consultant may by any certificate make any corrections required previous certificate.

The SBI shall modify the certificate of payment as issued by the architect/ consultant from time to time while making the payment

The contractor shall submit interim bills only after taking actual measurements and properly recorded in the Measurement books.

The Contractor shall not submit interim bills when the approximate value of work done by him is less than **Rs.NIL.**

The final bill may be submitted by contractor within a period of one month from the date of virtual completion and Architect / consultant shall issue the certificate of payment within a period of two months. The SBI Shall pay the amount within a period of three

months from the date of issue of certificate provided there is no dispute in respect of rates and quantities.

The contractor shall submit the interim bills in the prescribed format with all details.

#### **44.0 A. Settlement of Disputes and Arbitration:**

Except where otherwise provided in the contract all questions and disputes to the meaning of the specifications, design, drawings and instructions herein before mentioned and as to the quality of workmanship or materials used on the work or as to any other question, claim, right, matter or thing whatsoever in any way arising out of or relating to the contract, designs, drawings specifications, estimates, instructions orders or these conditions or otherwise concerning the work or the execution or failure to execute the same whether arising during the progress of the work or after the cancellation, termination, completion or abandonment thereof shall be dealt with as mentioned hereinafter:

If the contractor considers that he is entitled to any extra payment or compensation in respect of the works over and above the amounts admitted as payable by the Architect or in case the contractor wants to dispute the validity of any deductions or recoveries made or proposed to be made from the contractor raise any dispute, the contractor shall forthwith give notice in writing of his claim, or dispute to the Assistant General Manager, concerned RBO, State Bank of India at **NAVSARI** and endorse a copy of the same to the Architect, within 30 days from the date of disallowance thereof or the date of deduction or recovery. The said notice shall give full particulars of the claim, grounds on which it is based and detailed calculations of the amount claimed and the contractor shall not be entitled to raise any claim nor shall the SBI be in any way liable in respect of any claim by the contractor unless notice of such claim shall have been given by the contractor to the Assistant General Manager, concerned RBO, State Bank of India at **NAVSARI** in the manner and within the time as aforesaid. The Contractor shall be deemed to have waived and extinguished all his rights in respect of any claim not notified to the Assistant General Manager, concerned RBO, State Bank of India at **NAVSARI** in writing in the manner and within the time aforesaid.

#### **B. Settlement of Disputes and Arbitration:**

The Assistant General Manager, concerned RBO, State Bank of India at **NAVSARI** shall give his decision in writing on the claims notified by the receipt of the contractor may within 30 days of the receipt of the decision of the Submit his claims to the conciliating authority namely the DGM.& CDO,SBI, LHO, Ahmedabad for conciliation along with all details and copies of correspondence exchanged between him and the SBI

If the conciliation proceedings are terminated without settlement of the disputes, the contractor shall, within a period of 30 days of termination thereof shall give a notice to the concerned DGM. & CDO of the SBI for appointment of an arbitrator to adjudicate the notified claims falling which the claims of the contractor shall be deemed to have been considered absolutely barred and waived.

Except where the decision has become final, binding and conclusive in terms of the contract, all disputes or differences arising out of the notified claims of the contractor as aforesaid and all claims of the SBI shall be referred for adjudication through arbitration by the Sole Arbitrator appointed by the DGM. & CDO and who will be of Deputy General Manager rank. It will also be no objection to any such appointment that the Arbitrator so appointed is a SBI, Officer and that he had to deal with the matters to which the Contract relates in the course of his duties as SBI, Officer. If the arbitrator so appointed



is unable or unwilling to act or resigns his appointment or vacates his office due to any reason whatsoever another sole arbitrator shall be appointed in the manner aforesaid by the said DGM. & CDO of the SBI Such person shall be entitled to proceed with the reference from the stage at which it was let by his predecessor.

It is a term of this contract that the party invoking arbitration shall give a list of disputes with amounts claimed in respect of each dispute along with the notice for appointment of arbitrator.

It is also a term of this contract that no person other than a person appointed by such Chief General Manager as aforesaid should act as arbitrator. The conciliation and arbitration shall be conducted in accordance with the provisions of the Arbitration & Conciliation Act 1996 or any or any accordance modification or reenactment thereof and the rules made there under.

It is also a term of the contract that if any fees are payable to the Arbitrator these shall be paid equally by both the parties. However, no fees will be payable to the arbitrator if he is a SBI Officer.

It is also a term of the contract that the Arbitrator shall be deemed to have entered on the reference on the date he issues notice to both the parties calling them to submit their statement of claims and counter statement of claims. The venue of the arbitration shall be such place as may be fixed by the arbitrator in his sole discretion. The fees, if any of the arbitrators shall, if required to be paid before the award is made and published, be paid half and half by each of the parties. The Cost of the reference and of the award (including the fees, if any of the arbitrator) shall be in the discretion of the arbitrator who may direct to any by whom and in what manner, such costs or any part thereof, shall be paid and fix or settle the amount of costs to be so paid.

#### **45.0 ROLE OF ARCHITECT / CONSULTANT**

45.1. Architect/Consultant's duties are to design, control and supervise the works and to test any materials to be used or workmanship employed in connection with the works, quality control, project scheduling and monitoring and co-coordinating with all other agencies and Civil Contractor, checking of measurements, certification of bills, preparing extra deviation items, preparing minutes of meetings etc.

45.2 Wherever it is mandatory by law that the Architect / Consultant so appointed by the Bank shall be registered with the council of architecture/Competent Authority.

45.3 The Contractor shall afford the Architect/Consultant every facility and assistance for examining the works and materials and checking and measuring time and materials. The Architect/Consultant shall have no power to revoke, alter, enlarge, or relax any requirements of this Contract, or to sanction any day-work, additions, alterations, deviations or omissions unless such an authority may be specially confirmed by a written order of the Bank.

45.4 The Architect/Consultant shall act in consultation with the Bank regarding quality of works, interpretation of drawings, contract documents and finalize the selection of finishing materials. The Architect/Consultant shall check/ record the measurements made by Contractor's representative for all items of works and on completion hand over the records to the Bank.

45.5 The Architect/Consultant shall have the power to give notice to the Contractor or his Engineer In charge about the non-approval of any work or materials and such works

shall be suspended or the use of such materials should be discontinued until the decision of the Architect / Consultant in consultation with Bank if required is obtained. The work will from time to time be visited by the Architect/Consultant / Bank but such examination shall not in any way exonerate the Contractor from the obligation to remedy any defects which may be found to exist at any stage of the work or after the same is completed. Subject to the limitations of this clause, the Contractor shall take instructions only from the Architect / Consultant as the case may be. In other words the contractors shall take total responsibility for the execution of work / items of work by using quality materials and providing best of workmanship to fulfill the true intent of the tender provision.

45.6 The Architect/Consultant shall have such other powers and discharge other functions as are specifically provided in this contract including such incidental or consequential powers or duties, subject always to such specific instructions or directions of the Bank, which shall be duly notified to the Contractor.

45.7 The Architect / consultant shall have right to take remuneration loss from the contractor's bill due to non working / completing work in time, & loss due to not clearance the site for other agencies in time. This amount has been deducted from contractor's final bill.

#### 46.0 To define terms and explain plans

The various parts of the Contract are intended to be complementary to one another; but should any discrepancy appear, or any misunderstanding arise as to the import of anything contained therein, the explanations of the Architect/Consultant shall be final and binding. The correction of any errors or omissions of the Drawings and Specifications may be made by the Architect/Consultant, when such correction is necessary to bring out clearly the intention, which is indicated by a reasonable interpretation of the drawings & Specifications as a whole.

#### 47.0 Matters to be finally determined by the Architect / Consultant:

47.1 The Architect/Consultant's decision, opinion, direction, Certificates (except for payments) with respect to all or any of the matter under clauses explained above in condition of contract and the schedule of rates, hereof shall be final and conclusive and binding on the parties here to and shall be without appeal. Bank's instructions (if any), in this regard in case of any urgency, shall also be confirmed / vetted by the Architect/Consultant at the earliest possible.

47.2 Any of the decision, opinion, direction certificate, or valuation of the Architect or any refusal of the Architect to give any of the same shall be subject to the right of Arbitration and review in the same way in all respect (including the provision as to opening the reference) as if it were a decision of the Architect under the following clause.

#### **48.0 Site visits:**

The Architect/Consultant /Bank shall visit the site from time to time at their discretion, or when expressly called upon to do so, to co-ordinate various activities and/or to answer such queries that may be posed at site as on drawings. The contractor / or his specified personal must attend these meetings. Any absence of contractor / his personal without prior notice will not acceptable.

#### **49.0 Water supply:**

The contractor shall make his own arrangements for water required for the work and nothing extra will be paid for the same. This will be subject to the following condition.

- i) That the water used by the contractor shall be fit for construction purposes to the satisfaction of the Architect /consultant's.
- ii) The contractor shall make alternative arrangements for the supply of water if the arrangement made by the contractor for procurement of water in the opinion of the Architect / consultant is unsatisfactory.
- iii) In case contractor is permitted to use SBI source of water i.e. Municipal connection, Bore well (existing or new) etc., the SBI will recover as per clause 51.0 of this document from the final bill of contractor.

The contractor shall construct temporary well / tube well in SBI land for taking water for construction purposes only after obtaining permission in writing from the SBI The contractor has to make his own arrangements for drawing and distributing the water at his own cost. He has to make necessary arrangements. To avoid any accidents or damages caused due to construction and subsequent maintenance of the wells. He has to obtain necessary approvals from local authorities, if required, at his own cost. He shall restore the ground to its original condition after wells are dismantled on completion of work or hand over the well to the SBI without any compensation as directed by the architect /consultant.

#### **50.0 Power supply:**

The contractor shall make his own arrangements for power and supply / distribution system for driving plant or machinery for the work and for lighting purpose at his own cost, the cost of running and maintenance of the plants are to be included in his tender prices, He shall pay all fees and charges required, by the power supply and include the same in his tendered rates and hold the owner free from all such costs. He has to obtain necessary approval from the appropriate authorities, if required.

In case contractor is permitted to use Bank's source of power supply provided at one point, the SBI will recover as per clause 51.0 of this document from the final bill of contractor.

#### **51.0 Treasure trove etc.**

Any treasure trove, coin or object antique which may be found on the site shall be the property of SBI and shall be handed over to the bank immediately.

#### **52.0 Method of measurement:**

Unless otherwise mentioned in the schedule of quantities or in mode of measurement, the measurement will be on the net quantities or work produced in accordance with up to date rules laid down by the Bureau of Indian Standards. In the event any dispute/ disagreement the decision of the Architect / consultant shall be final and binding on the corrector.

#### **53.0 Maintenance of registers:**

The contractor shall maintain the following registers as per the enclosed perform at site of work and should produce the same for inspection of SBI /Architect / consultant whenever desired by them. The contractor shall also maintain the records / registers as required by the local authorities / Govt. from time to time.

- i) Register for secured advance
- ii) Register for hindrance to work
- iii) Register for running account bill
- iv) Register for labour

#### **54.0 Force Majeure:**

Neither contractor nor SBI shall be considered in default in performance of the obligations if such performance is prevented or delayed by events such as but not war, hostilities revolution, riots, civil commotion, strikes, lockout, conflagrations, epidemics, accidents, fire, storms, floods, droughts, earthquakes or ordinances or any act of or for any other cause beyond the reasonable control of the party affected or prevents or delayed. However, a notice is required to be given within 30 days from the happening of the event with complete details, to the other party to the contract ,if it is not possible to serve a notice, within the shortest possible period without delay.

As soon as the cause of force majeure has been removed the party whose ability perform its obligations has been affected, shall notify the other of such cessation and the actual delay incurred in such affected activity adducing necessary evidence in support thereof.

From the date of occurrence of a case off or force majeure obligations of the party affected.

#### **55.0 Water power and other facilities:**

The rate quoted by the contractor shall include all expenses that are required for providing all the water required for the work and the contractor shall make his own arrangements for the supply of good quality water suitable for the construction and good quality drinking water for their workers If necessary the contractor has to sink a tube well

/ open well and bring water by means of tankers at his own cost for the purpose The SBI will not be liable to pay any charges in connection with the above

The rate quoted in the tender shall include the expenses for obtaining and maintaining power connections and shall pay for the consumption charges

The contractors for other trades directly appointed by the SBI shall be entitled to take power and water connections from the temporary water and power supply obtained by the contractor However, the concerned contractor shall make their own arrangements to draw the supply and pay directly the actual consumption charges at mutually agreed rates between them. All municipal charges for drainage and water connection for Construction purposes shall be borne by the contactor and charges payable for permanent connections, if any, shall be initially paid by the contactor and the SBI will reimburse the amount on production of receipts.

The SBI as well as the Architect / consultant shall give all possible assistance to the Contractor's to obtain the requisite Permission from the various authorities, but the responsibility for obtaining the same in time shall be of the contractor.

In case contractor is permitted to use Bank's source of water and power supply provided at one point, the SBI will recover @ 0.50% of final bill amount for water and

electricity (combined) from the bill of contractor.

**56.0 Facilities for contractor's employees:**

The contractor shall make his own arrangement for the housing and welfare of his staff and workmen including adequate drinking water facilities. The contractor shall also make the arrangements at his own cost for transport where necessary for his staff and workmen to and from site of work at his own cost.

**57.0 Lighting of works:**

The contractor shall at all times provide adequate and approved lighting as required for the proper execution and supervision and inspection of work.

**58.0 Firefighting arrangements:**

The contractor shall provide suitable arrangement for firefighting at his own cost. This purpose he shall provide requisite number of fire extinguishers and adequate number of buckets, some of which are to be always kept filled with sand and some with water these equipment shall be provided at suitable prominent and easily accessible place and shall be properly maintained.

Any deficiency in the fire safety or unsafe conditions shall be corrected by the contractor at his own cost and, to the approval of the relevant authorities. The contractor make the following arrangements at his own cost but not limited the following:

- a) Proper handling, storage and disposal of combustible materials and waste.
- b) Work operations which can create fire hazards.
- c) Access for fire-fighting equipment.
- d) Type, number and location of containers for the removal of surplus materials and Rubbish.
- e) Type, size, number and location of fire extinguishers or other tire fighting equipment.
- f) General housekeeping.

**59.0 Site order book:**

A site order book shall be maintained at site for the purpose of quick communication between the Architect / Consultant. Any communication relating to the work may be conveyed through records in the site order book. Such a communication from one party to the other shall be deemed to have been adequately served in terms of contract Each site order book shall have machine numbered pages in triplicate and shall carefully maintained and preserved by the contractor and shall be made available to the architect /consultant as and when demanded- Any instruction which the architect/consultant may like to issue to the contractor or the contractor may like to bring to the architect / consultant two copies of such instructions shall be taken from the site order book and one copy will be handed over to the party against proper acknowledgment and the second copy will be retained for their record.

**60.0 Temporary fencing/barricading:**

The contractor shall provide and maintain a suitable temporary fencing/barricading and gates at his cost to adequately enclose all boundaries of the site for the protection of the public and for the proper execution and security of the work and in accordance with the requirement of the architect/consultant and regulations of local authorities. These shall

be altered, relocated and adopted from time to time as necessary and removed on completion of the work.

**61.0 Site meetings:**

Site meetings will be held to review the progress and quality evaluation. The contractor shall depute a senior representative along with the site representative and other staff of approved sub-contractors and suppliers as required to the site meetings and ensure all follow up actions. Any additional review meetings shall be held if required by the architect/ consultant.-

**62.0 Disposal of refuse:**

The contractor shall cart away all debris, refuse etc. arising from the work from the site and deposit the same as directed by the architect / consultant at his own cost. It is the responsibility of the contractor to obtain from the local authorities concerned to the effect that all rubbish arising out of contractor's activities at the construction site or any other off-site activities borrow pits has been properly disposed off.

**63.0 Contractor to verify site measurement:**

The contractor shall check and verify all site measurements whenever requested other specialists contractors or other sub-contractors to enable them to prepare the own shop drawing and pass on the information with sufficient promptness as will in any way delay the works.

**64.0 Displaying the name of the work:**

The contractor shall put up a name board of suitable size as directed by the architect/ consultant indicating there in the name of the project and other details as given by the architect/consultant at his own cost and remove the same on completion of work.

**65.0 As built drawings:**

For the drawings issued to the contractor by the Architect / Consultant. The architect Consultant will issue two sets of drawings to the Contractor for the items for some changes have been made. From the approved drawings as instructed by the SBI / Architect / Consultant. The contractor will make the changes made on these copies and return these copies to the architect / Consultant for their approval. In cases revision is required or the corrections are not properly marked the architect/Consultant will point out the discrepancies to the contractor. The contractor will have to incorporated these corrections and / or attend to discrepancies either on copies as directed by the architect / consultant and resubmit to him for approval. The architect / consultant will return one copy duly approved by him.

For the drawings prepared by the contractor:

The contractor will modify the drawing prepared by him wherever the changes made by the SBI / architect / consultant. And submit two copies of such modified drawings to the architect/ consultant for approval. The architect / consultant will return one copy of the approved drawing to the contractor.

**66.0 Approved make:**

The contractor shall provide all materials from the list of approved makes at his own cost and also appoint the specialized agency for the waterproofing, anti-termite



treatment, aluminum doors and windows and any other item as specified in the tender. The architect/consultant may approve any make / agency within the approved list as given in the tender after inspection of the sample/mockup.

**67.0 Procurement of materials:**

The contractor shall make his own arrangements to procure all the required materials for the work. All wastages and losses in weight shall be to the contractors account

**68.0 Excise duty, taxes, levies etc.:**

The contractor shall pay and be responsible for payment of all taxes, duties, levies, royalties, fees, cess or charges in respect of the works including but not limited to sales tax, tax on works contract excise duty, and Octroi, payable in respect of materials, equipment plant and other things required for the contract. All of the aforesaid taxes, duties, levies, fees and charges shall be to the contractor's account and the SBI Shall not be required to pay any additional or extra amount on this account. Variation of taxes, duties, fees, levies etc. if any, till completion of work shall be deemed to be included in the quoted rates and no extra amount on this account. Variation of taxes, duties, fees, levies etc. if any, till completion of work shall be deemed to be included in the quoted rates and no extra claim on this account will in any case be entertained. If a new tax or duty or levy or cess or royalty or Octroi is imposed under as statutory law during the currency of contract the same shall be borne by the contractor. However, GST will be paid extra.

**69.0 Acceptance of tender:**

The SBI shall have the right to reject any or all tenders without assigning any reason. They are not to bind to accept the lowest or any tender and the tenderer or tenderers shall have no right to question the acts of the SBI. However adequate transparency would be maintained by the SBI

**70.0 Photographs:**

The Contractor shall at his own expense supply to the Architects with duplicate hard copies of large photographs not less than 25 cm. x 20 cm. (10" x 8") of the works, taken from two approved portions of each building, at intervals of not more than one months during the progress of the work or at every important stage of construction.

In addition to above, the contractor shall be bound to submit adequate no. of site photographs along with each Running Bill for the project clearing showing major progress of work measured and claimed therein failing which the Architect/ SBI may consider returning the Bill to the contractor and no claim for delay on this account will be entertained.

## **ADDITIONAL CONDITIONS OF CONTRACT**

Notwithstanding anything contained herein above the following ADDITIONAL CONDITIONS shall be applicable for this contract / work.

### **1.0 PRICE VARIATION ADJUSTMENT (PVA):**

The rates quoted by the bidder shall remain firm throughout the contract / construction period. PVA & PVA Clause mentioned elsewhere in these documents shall not be applicable.

### **2.0 WORKING SCHEDULE / BAR CHART:**

Detailed working date schedule and bar chart for the work shall be prepared by the contractor and got approved from the Bank / Architect. A detailed flow chart of activities highlighting curing, setting time / period, pot life period / predecessor, successor & critical activities etc. shall also be prepared by the contractor for effective management of work and also to make a realistic bar chart / working date schedule.

### **3.0 RATES:**

It may be noted that it is an item rate contract. Rates accepted by the bank shall be for all levels/height and lead unless otherwise specified in the schedule of quantities and shall be inclusive of all man, labour, supervision, materials, tools, equipment, scaffoldings, water, electricity, taxes, insurances, arrangements, temporary works, over heads, collection & carting away & final disposal of rubbish & debris, regular cleaning of site etc. required to complete the works in all respect to the satisfaction of the architects / Bank and nothing additional or extra shall be paid on these accounts and / or on account of variation in rates / taxes and / or imposition of new tax / levy during currency of contract / work, except for the items, taxes, works etc. for which there is a specific mention for additional payment in these tender documents. The rates shall remain firm throughout the contract period.

### **4.0 BASIC RATE:**

Wherever for any item of work basic rate of materials are specified, the materials of that basic rates as selected by the Bank/Architect at any commercial establishment/ seller of Ahmadabad or nearby centre, if such materials are not available at Ahmadabad, shall be procured and used by the contractor.

Basic rate of any material (Without processing) is the rate offered by seller against Bill and credit period not exceeding 15 days, including any applicable taxes ex-godown. Payments for procurement of materials shall be made by the contractor themselves.

If the basic rate of any material actually used for the work is more or less than the basic rate given in schedule of quantities, in that case adjustments in the rate admissible to the contractor shall be modified by adding or subtracting, as the case is, from the accepted tender rates an amount equivalent to difference in the basic rates plus 15 % of difference of the basic rate.

### **5.0 BRANDED / FINISHING ITEMS:**

Branded items such as tiles, construction chemicals, hardware, sanitary wares and other finishing items shall be used as per the samples selected and approved by

the architects / Bank from the brands/makes mentioned in the tender document. If the contractor intend to use an equivalent substitute than, they have to produce necessary documentary evidences establishing the equivalency to the satisfaction of the architect/Bank and shall use the same only after approval of the architect.

## 6.0 INSURANCE

The contractor shall keep the Bank indemnify from all the claims arising out of damage to workman/person & property of Bank and/or third party and the SBI shall have right to recover the cost of such damages /claim from any amount due to the contractor. If the claim amount exceeds the amount due to be paid to the contractor, the contractor shall immediately pay such excess amount to the Bank. Decision of the Bank regarding determination of the amount of claim /damage shall be final & binding to the contractor. Being a short period work, the Bank may not be able to check or verify the various insurance policies required to be taken by the contractor and trust that the contractor has obtained all such policies.

## 7.0 SITE CONDITION & WORKING HOURS.

The tenderer must visit the site and acquaint themselves with the site conditions. It must be noted that the work is to be carried out in the functional branch without hindering the normal functioning of the Branch. The work shall generally be carried out on holidays or after Banking hours only.

The work is to be carried out in vacant premise; therefore the work shall be carried out day & night with prior permission from the society. Contractor must follow the rules and regulation of society and local authorities to work at night. **The Lift shall not be used by Contractor for any propose.**

The contractor has to work in coordination with the other contractors and daily/weekly schedule of working shall be prepared in consultation with the Architects/Banks. Regular updating / modification of such schedule shall be required.

For normal functioning of the Bank/Branch the contractor shall be required to shift the FURNITURE etc and/or relocate the existing and/or new loose and/or fix FURNITURE and/or any other item of works and/or any such materials at new location at times. The contractor shall carry out all such activities with utmost priority and without any additional/extra cost to the bank. The tenderer shall quote the rates inclusive of all such activities/works as may be required as per site conditions. The rates quoted by the tenderer shall be inclusive of all such temporary/semi-permanent works/activities.

## 8.0 GENERAL:

- (i) Source of materials / samples / brands / makes etc. shall be got approved from the Architects /Bank before using. In case of deviations, decision of the Bank shall be final and binding and shall not be open for arbitration.
- (ii) The Architects have their specific role/duties/rights as defined in these tender documents However in the event of any dispute arising out of differences between the opinions of the Architects and also their role/duties/rights, the Banks' decision shall be final & binding on the Architects and the Contractor and shall not be open to arbitration.
- (vi) Any item mentioned in the BOQ with "TO THE SHAPE" will have measurement of onsite executed to the shape area only.

- (vii) The contractor's qualified & authorized representative shall remain on site during the entire execution process for coordination with various agencies/ Architect/Bank & execution of work
- (viii) Hidden measurement. It is contractor's responsibility to get the measurement checked immediately on completion of such items. This shall be done before finishing the same & before ceiling boarding done. The Architect shall be provided with such details well in advance so that the other work is not held up due to last moment action.
- (ix) MTC (Manufacturer Test certificate) Where ever applicable shall be arranged & submitted by the contractor.
- (x) Water & Electricity, if available, shall be provided by the Bank at one point with charges (NIT - point no. 18). However, if the water & electricity could not be provided by the Bank, the same shall be arranged by the contractor at their own cost within the quoted/accepted rate. Nothing extra shall be paid by the Bank on account of not providing the water & Electricity.
- (XI) Wherever the specifications are not specified in details the work shall be carried out as per CPWD specifications or Manufacturer's instructions or architects instructions depending upon the site conditions as directed by the Bank/ Architects
- (XII) The contractor shall produce the bills / challans / documentary evidences and proof in respect of genuineness of materials used by him when so ever asked/demanded by the Architects/Bank.

**9.0 Preventive and Breakdown Maintenance during Warranty Period & AMC:**

1. All the Air-conditioners covered in this contract have to be maintained as per the standards of the original manufacturing company during the warranty period as well as AMC
2. The warranty would be on-site and comprehensive in nature and back to back support from the OEM. The vendor will warrant all the spares against defects arising out of faulty design, materials and workmanship etc. during the period of warranty. After the Warranty period of newly installed AC units expire, then these units are to be maintained by the Contractor till the expiry period of AMC.
3. In case of AMC of the existing ACs, the contractor has to repair /service/ maintain the air conditioners under the AMC in as is where is condition when handed over to them under AMC.
4. All required tools and tackles (in good working condition) necessary for carrying out repair and maintenance works of Air Conditioners under AMC have to be provided by the vendor.
5. Professionally qualified personnel who have expertise in the AC supplied by the vendor will be permitted to undertake Preventive Maintenance/repair services during the period of warranty and AMC period.
6. During the term of the contract, the vendor will maintain the equipment in perfect working order and condition and for this purpose will provide the repairs and maintenance services as under:

| Type of Service        | Warranty Period | AMC                          |
|------------------------|-----------------|------------------------------|
| Preventive Maintenance | Every Quarter   | Within 48 hours of Complaint |
| Breakdown              | Every Quarter   | Within 48 hours of           |

|             |           |  |
|-------------|-----------|--|
| Maintenance | complaint |  |
|-------------|-----------|--|

**Preventive maintenance:**

The Vendor shall conduct the following activities under Preventive Maintenance once within first 90 days of the installation of new ACs and once in every quarter thereafter, during the currency of this agreement or on a day and time to be mutually agreed upon. Notwithstanding the foregoing, the Vendor recognizes Bank's operational needs and agrees that Bank shall have the right to require the Vendor to reschedule preventive maintenance from any scheduled time to a date and time not later than 15 working days thereafter.

| <b>Sr</b> | <b>Activity</b>   |
|-----------|---|
| 1         | Inspection of the AC – IDU and ODU for any abnormality in operation, sound etc  |
| 2         | Testing the Performance of AC for desired cooling   |
| 3         | Testing of Gas pressure if necessary and check for any leakages near the check nut etc or diagnose any other fault                            |
| 4         | Checking of current consumption   |
| 5         | Remove the filter, water service and fix it back after drying   |
| 6         | Clean the drain tray and drain pipe and remove any choke for free flow of drain water   |
| 7         | Clean the Evaporator with brush and remove the dirt/dust. Check for any fungus formation or bad smell and wash it with chemical, if required. |
| 8         | Lubricating /greasing of all Fans   |
| 9         | Water washing of Condenser Coil   |
| 10        | Topping of Refrigerant gas, if required   |
| 11        | Check the swing motor functions and rectify, if required  |
| 12        | In addition to the above, any other activity to ensure trouble free operation of AC   |
| 13        | Check the temperature setting and operation mode and advise the Branch on the optimum operation levels  |

This comprehensive Contract includes replacement of all faulty spares. Some of the spare parts are listed as under:

|                                   |                     |
|-----------------------------------|---------------------|
| Compressors                       | Starting Capacitors |
| Fan Motors                        | Running Capacitors  |
| Built – in Timer kit              | Relays, Thermostats |
| Selector switches                 | Fan Capacitors      |
| Contactors (Power / Control)      | Gas charging        |
| Micro Swing Motors                | Fan blades          |
| Electronic Control Circuitries    | Air-Filters         |
| Remote Control Units              | Condenser Coils     |
| External Electronic / Analog time | Stabilizers         |

|   |   |
|---|---|
| switches for timed running of A.C's       |   |
| Outdoor unit mounting frames              | Cabling from IDU to ODU                       |
| Parts of indoor / Outdoor unit enclosures | Existing copper piping from IDU to ODU        |
| Display unit in AC                        | Existing drain piping from IDU to drain point |

Note: The above list is only indicative. However, any parts which are not mentioned in the Tender Schedule of this Contract but required for the smooth and trouble free operation of the AC equipment are also required to be rectified or replaced within the scope of this contract.

**10.0 Working Hours for Repair and Maintenance:**

All activities under the scope of the contract shall be undertaken during working hours i.e. from 10.00 A.M. to 6.00 P.M. on all working days (viz. Monday to Saturday ). In case any defects, faults and failures in the AC could not be repaired or rectified during the said period, the technicians are required to accomplish their duties beyond the said schedules in case of any situation, if it warrants.

**11.0 Replacement of Spare parts:**

The required spares shall be kept as stock with the vendor for readily replacing the faulty spares, without loss of time or delay. In cases where unserviceable parts of the equipment need replacement, the vendor shall replace such parts, at no extra cost to the Bank, with brand new parts or those equivalent to new parts in performance. Any worn or defective parts withdrawn from the equipment and replaced by the vendor during the warranty period shall become the property of the vendor and the parts replacing the withdrawn parts shall become the property of Bank.

Defective spares compressors / condensers are to be replaced with new compressors / condensers and repairing of the old compressors is not permitted. Whenever new compressors / condensers are used, the Contractor has to produce original invoice and Warranty Card of the new Compressor/ condenser if demanded by the Bank. The compressor/ condenser being replaced should match with the original star rating of the air conditioner.

Only original spare parts/quality approved by the Bank will be permitted to be used for the maintenance during the AMC Period. If duplicate, refurbished or second hand parts are used by the vendor during the AMC, the contract shall be cancelled immediately without any notice period.

It is the responsibility of the Contractor to accurately specify the damaged spare parts to the Bank and to rectification of the fault in A.C under maintenance.

**11.0 Response Time on receiving the complaint:**

The maximum response time i.e. time required for Vendor's maintenance technicians to report to the Bank after a request call / fax /e-mail is made or letter is written by Bank shall not exceed 48 hours.

1 Apart from regular letter communications, all telephonic/E-mail or Whatsapp communications from Bank are to be treated as formal communication for all practical purposes.

**Escalation Matrix:** The mobile number, land line number and email ID of the Contractor/Supervisor/Help desk to whom the complaints have to be reported and that of Top Management level is to be provided to Bank for communication purpose. Any change in numbers shall be advised then and there to the Bank.

**Time taken for Repairs / Rectification:** In case of Minor technical problems same are to be rectified within 3 hours of diagnosing of fault. In case of major technical problems, the same are to be rectified within 24 hours of identifying the problem. In the event of the equipment not being repaired or a workable solution not provided during Warranty period and the AMC period, a penalty as per the penalty clause will be charged to vendor. The vendor may provide temporary equivalent replacement as a workable solution to avoid the above penalty.

**Insurance for the Workmen:** The technicians deployed under AMC are to be covered by insurance under Workman Compensation Policy through reputed Insurance Companies during the AMC Period. If demanded, Copies of the Insurance Policies are to be submitted to the Bank by the vendor.

Bank is not responsible for any loss of life, damage, injury to the technicians while undertaking the Maintenance activity under AMC contract or during the installation of new AC units. Vendor to ensure that all safety protocols are strictly followed while execution of the work. Vendor shall indemnify the Bank against any claims, damages, compensation for such losses.

#### 12.0 Increase / Decrease of ACs:

If Bank decides that the additional number of air-conditioners other than the quantity mentioned in the tender are to be maintained by the Contractor, the contractor shall agree and maintain the ACs till the expiry period of AMC as per the same terms and conditions of the Contract. Proportionate amount of AMC shall be paid by the Bank for the same.

If any units covered under these AMC are removed/dismantled/shifted from this location to another location, the Contract amount as per the unit rate of the Tender will be revised and suitable deductions made from the AMC bills.

Other: The Bank has installed its own transformer for the site premises, hence the power supply is stable and is well regulated. The bank will not admit any claim from the contractor that the fault/damage is caused due to quality of power supply and it will not absolve the responsibility of the contractor in rectifying the fault.

The successful Vendor has to rectify the faults or repairs to the AC machines arising due to rat bites also free of cost within the scope of the contract. Vendor should also analyze the site conditions and take efforts to secure the AC equipment from the rodent bites by proper wrapping of the critical components with suitable glass wool



packing or any other material and closing the opening made for the AC piping & drains properly to avoid rodent entry.

Details of important programs / functions of the Bank such as Conference, Review Meeting, VVIP functions etc that may be held in the Office will be informed to the contractor and they should assist the Bank in maintaining smooth running of the air-conditioners on that day without failure even if they are held on Bank Holidays. Non-attendance of the technicians on such a day will attract penalty at the discretion of the Bank.

All security and safety regulations and guidelines as per the applicable law are to be followed. All guidelines/directions of Bank's Security Section must be followed.

**13.0 Complaint / Service / Breakdown Register:**

The Bank shall maintain a register at its site in which, the Bank's AC operator / Electrician or any other person identified by Bank shall record each event of failure and / malfunction of the ACs. The Vendor's technician shall enter the details of the air conditioners serviced/ maintained / repaired by him in this register. Additionally, every time a preventive or corrective maintenance is carried out, the Vendor's engineer shall make, in duplicate, a Service call report which shall be signed by him and thereafter countersigned by the Bank's official. One copy of the Service call report shall be handed over to the Bank's official. Spares taken outside the premises also to be recorded with serial number of spare and in and out date and time. The Vendor shall provide replacement equipment if any equipment is out of the premises for repairs.

**14.0 SHIFTING THE AC TO NEW LOCATION OR BRANCH:**

If Bank desires to shift the AC to a new location/floor or department in the same premises or to another branch/office and install it thereof urgently, the Bank shall bear the charges for such shifting and the vendor shall dismantle and reinstall the AC as desired. The terms of this agreement, after such shifting to the alternate site and reinstallation thereof would continue to apply and binding on the vendor. The warranty terms would not be considered as violated due to the above shifting. The vendor, would not unreasonably assume that the causes lie with the shifting activity.

### **67.0 Safety Codes:**

1. First aid appliances including adequate supply of sterilized dressing and cotton wool shall be kept in a readily accessible place.
2. An injured person shall be taken to a public hospital without loss of time, in cases when the injury necessitates hospitalization.
3. Suitable and strong scaffolds should be provided for workmen for all works that cannot safely be done from the ground.
4. No portable single ladder shall be over 8 meters in length. The width between the side rails shall not be less than 30 cm. (clear) and the distance between two adjacent runnings shall not be more than 30 cm. When a ladder is used an extra labour shall be engaged for holding ladder.
5. The excavated material shall not be placed within 1.5 meters of the edge of the trench half of the depth of trench whichever is more. All trenches and excavations shall be provided with necessary fencing and lighting.
6. Every opening in the floor of a building or in a working platform be provided with suitable means to prevent the fall of persons or materials by providing suitable fencing or railing whose minimum height shall be one meter.
7. No floor, roof or other part of the structure shall be so overloaded with debris or material as to render it unsafe.
8. Workers employed on mixing and handling material such as asphalt, cement, mortar, concrete and lime shall be provided with protective footwear and rubber hand gloves.
- 9 Those engaged in welding works shall be provided with welders' protective eye shield and gloves.
10. (i) No paint containing lead or lead products shall be used except in the form of paste readymade paint.  
(ii) Suitable face masks should be supplied for use by the workers when the paint applied in the form of spray or surface having lead paint dry rubbed and scrapped.
11. Overalls shall be supplied by the contractor to the painters and adequate facilities shall be provided to enable the working painters to wash during cessation of work.
- 12 Hoisting machines and tackle used in the works including their attachments anchor and supports shall be in perfect condition.
13. The ropes used in hoisting or lowering material or as a means of suspension shall be durable quality and adequate strength and free from defects.



**APPENDIX HEREIN BEFORE REFERRED TO**

**APPENDIX HEREIN BEFORE REFERRED TO**

- 1 Name of the organization Offering Contract : Assistant General Manager, State bank of India, Regional business office (RBO - 5), First floor, Shourya apartment, Opp Lunsikui ground, Navsari. 396 445
- 2 Consultants : **Nirmaan Architects & Interior Designer**
- 3 Site Address : SBI SATKASHI BRANCH, TALUKA : SONGADH, DIST : TAPI. PIN - 394365
- 4 Scope of Work: : Proposed AIR CONDITIONING & ALLIED works for SBI SATKASHI BRANCH, SAO - 5, NAVSARI.
- 5 Name of the Contractor :  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- 6 Address of the Contractor :  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- 7 Period of Completion : 45 days from the date of Issue of work order.
- 8 Earnest Money Deposit : **Rs. 1,850/- (OR Valid MSME UDHYAM certificate)**
- 9 Retention Money : As per clause no.1d. of general Conditions
- 1 Defects Liability Period : Twelve Months from the date of Virtual  
0 Completion
- 1 Insurance to be undertaken by the Contractor at his cost (Contractor's all risk policy) : 125% of Contract Value
- 1 Liquidated damages : 0.5% of the Contract amount shown in the  
2 tender per week subject to max. 5% of the contract value or actual final bill value
- 1 Value of Interim Bill (Min.) : No Interim payment will be paid  
3
- 1 Date of Commencement : From the date of work order issued to the

- 4 Contractor/ or the day on which the Contractor is instructed to take possession of the site whichever is earlier.
- 1 5 Period of Final Measurement : 2 Months from the date of Virtual completion.
- 1 6 Initial Security Deposit : 2% of the Accepted Value of the Tender.
- 1 7 Total Security Deposit : 5% of the final bill amount including ISD
- 1 8 Additional security Deposit : If the quoted amount is 10 % below than the estimated amount, an Additional security deposit (ASD / APG) shall be paid by the lowest bidder. As per NIT.
- 1 9 Refund of initial Security Deposit comprising of EMD and ISD : 50% of the Security Deposit shall be refunded to the Contractor on completion of the work and balance refunded only after the Defect Liability Period is over.
- 2 0 Period for Honoring Certificate : One Month for R. A. Bills
- 2 1 The final bill will be submitted by the Contractor within one month of the date fixed for completion work and the Bill shall be Certified within 3 months from the date of receipt of final bill provided the bills are submitted with all pre-requisite documents/test reports etc. prescribed in the tender.

**Signature of Tenderers.**

**Date:**



## LETTER OF DECLARATION

To,  
**Assistant General Manager,**  
State bank of India, Regional business office (RBO - 5),  
First floor, Shourya apartment, Opp Lunsikui ground,  
Navsari. 396 445

Dear Sir,

### PROPOSED AIR CONDITIONING WORK WORKS OF SBI SATKASHI BRNACH, RBO - 5, NAVSARI

Having examined the terms & conditions, drawings, specifications, design relating to the works specified in the memorandum hereinafter set out and having visited and examined the site of the works specified in the said memorandum and having acquired the requisite information relating thereto and affecting the quotation, I/We hereby offer to execute the works specified in the said memorandum within the time specified in the said memorandum on the item rate basis mentioned in the attached schedule and in accordance in all respect with the specifications, design, drawings and instructions in writing referred to in conditions of Tender, the articles of agreement, conditions of contract and with such conditions so far as they may be applicable.

### MEMORANDUM

|     |   |   |
|-----|---|---|
| (a) | Description of work   | Proposed Air Conditioning work of SBI <b>SATKASHI BRNACH, RBO - 5, NAVSARI</b>  |
| (b) | Earnest Money   | Rs.1,850.00/- by means of Demand Draft / Pay Order from any scheduled Nationalized Bank drawn in favor of State Bank Of India and <b>payable at NAVSARI</b> . (Contractors registered with 'MSME UDYAM' need not submit EMD. Instead of EMD, they should submit registration certificate of 'MSME UDYAM') |
| (c) | Time allowed for completion of work from the date of issue of work order. | <b>45 days</b> from the date of commencement as per tender.   |

Should this tender be accepted, I/we hereby agree to abide by and fulfill the terms and provisions of the said conditions of Contract annexed hereto so far as they may be applicable or in default thereof to forfeit and pay to SBI, the amount mentioned in the said conditions.

I/we have deposited Demand Draft / Banker's Cheque for a sum of **Rs 1850/-** as Earnest money deposit with the State Bank of India. Should I/we do fail to execute the contract when called upon to do so, I/we hereby agree that this sum shall be forfeited by me/us to SBI.



We understand that as per terms of this tender, the SBI may consider accepting our tender in part or whole or may entrust the work of various buildings proposed (i.e. Institute Building, Staff Qtrs. And Director's Bungalow/Interior work) in phases. We, therefore, undertake that we shall not raise any claim/compensation in the eventuality of Bank deciding to drop any of the building/buildings from the scope of work of this tender at any stage during the contract period. Further, we also undertake to execute the work entrusted to us in phases on our approved rates and within the stipulated time limit without any extra claim for price escalation as provided for in Clause 9.0.1 "Instructions to Tenderers" of this tender.

We, hereby, also undertake that, we will not raise any claim for any escalation in the prices of any of the material during the currency of contract/execution/completion period.

Yours faithfully,

Signature of contractor With Seal



**PROFORMA FOR RUNNING A/C BILL**  
**TABLE - XIII**

- i. Name of Contractor/ Agency :
- ii. Name of Work :
- iii. Sr. No. of this Bill:
- iv. No. & Date of previous Bill :
- v. Reference to Agreement No. :
- vi. Date of Written order to commence :
- vii. Date of Completion as per Agreement :

| S. No | Item Description | Unit | Rate (Rs.) | As per Tender |              | Up to Previous R.A. Bill |              | Up to Date (Gross) |              | Present Bill |              | Remarks |
|-------|------------------|------|------------|---------------|--------------|--------------------------|--------------|--------------------|--------------|--------------|--------------|---------|
|       |                  |      |            | Qty           | Amount (Rs.) | Qty                      | Amount (Rs.) | Qty                | Amount (Rs.) | Qty          | Amount (Rs.) |         |
| 1     | 2                | 3    | 4          | 5             | 6            | 7                        | 8            | 9                  | 10           | 11           | 12           | 13      |
|       |                  |      |            |               |              |                          |              |                    |              |              |              |         |
|       |                  |      |            |               |              |                          |              |                    |              |              |              |         |
|       |                  |      |            |               |              |                          |              |                    |              |              |              |         |
|       |                  |      |            |               |              |                          |              |                    |              |              |              |         |
|       |                  |      |            |               |              |                          |              |                    |              |              |              |         |

**Note:**

|    |  |  |
|----|--|--|
| 1. | If part rate is allowed for any items, it should be indicated with reasons for allowing such a rate. | <hr style="width: 80%; margin: 0 auto;"/> <hr style="width: 80%; margin: 0 auto;"/> <p>Net Value since previous bill</p> |
| 2. | If ad-hoc payment is made, it should be mentioned specifically.                                      |  |



**CERTIFICATE**

The measurements on the basis of which the above entries for the Running Bill No.---- were made have been taken jointly on ----- and are recorded at pages ----- to ----- of measurement book No.-----.

|                                  |  |                                     |
|----------------------------------|--|-------------------------------------|
| -----                            | -----  | -----                               |
| Signature and date of Contractor | Signature and date of Architects Representative (Seal) | Signature and date of Site Engineer |

The work recorded in the above-mentioned measurements has been done at the site satisfactorily as per tender drawings, conditions and specifications.

|           |                                     |
|-----------|-------------------------------------|
| -----     | -----                               |
| Architect | Signature and date of Site Engineer |

**MEMORANDUM FOR PAYMENT**

R/A BILL NO.

|      |   |         |
|------|---|---------|
| 1.   | Total value of work done since previous bill (A)  | Rs..... |
| 2.   | Total amount of secured advance due since Previous Bill (B)   | Rs..... |
| 3.   | Total amount due since Previous Bill (C) (A+B)  | Rs..... |
| 4.   | PVA on account of declaration in price of Steel, Cement and other materials and labour as detailed in separate statements enclosed. | Rs..... |
| 5.   | Total amount due to the Contractor  | Rs..... |
|      | <b><u>OBJECTIONS:</u></b>   |         |
| i)   | Secured Advance paid in the previous R/A  | Rs..... |
| ii)  | Retention money on value of works as per accepted tenders up to date amount Rs.   | Rs..... |
|      | Less already recovered  | Rs..... |
|      | Balance to be recovered   | Rs..... |
| iii) | Mobilization Advance, if any  | Rs..... |
| (a)  | Outstanding amount (principal + interest) as on date  | Rs..... |
| (b)  | To be recovered in this bill  | Rs..... |
| iii. | Any other Departmental materials cost to be recovered as per contract, if any   | Rs..... |
| iv.  | Any other Departmental service charges to be recovered if any, as per contract (water, power etc.) enclose statement.               | Rs..... |

The bill amount to Rs. ----- (both figures and words) has been scrutinized by us after due checking of the measurements of work as required and is recommended for payment.

Date:-----

-----  
Signature of Architect

with Seal

The bill amount to Rs.-----certified by Consultants has been scrutinized by me after due test checking of measurements of works as required and is recommended for payment for an amount of Rs.....



Date : -----

Signature of Banks/ SBI Engineer

| <b><u>STATUTORY DEDUCTION:</u></b> |                      |           |
|------------------------------------|----------------------|-----------|
| i)                                 | Total Amount due (E) | Rs. ----- |
| ii)                                | Less I.T. Payable    | Rs. ----- |
| iii)                               | Less S.T. Payable    | Rs. ----- |
|                                    | Net Payable          | Rs. ----- |

This figures given in the Memorandum for payable has been verified and bill passed for payment ----- (in words and figures)

Date: -----

-----  
Signature of the Manager, SBI **SATKASHI BRANCH, REGION -5, NAVSARI**



## **GENERAL & IMPORTANT NOTES**

### **1 GENERAL NOTES:**

- (i) Unless otherwise specified in these tender documents mode of measurements specifications etc. shall be as per relevant IS codes.
- (ii) Source of materials / samples / brands / makes etc. shall be got approved from the Architects / Bank before using. In case of deviations, decision of the Bank shall be final and binding and shall not be open for arbitration.
- (iii) The Architects have their specific role / duties / rights as defined in these tender documents However in the event of any dispute arising out of differences between the opinions of the Architects and also their role/duties/rights, the Banks' decision shall be final & binding on the Architects and the Contractor and shall not be open to arbitration.
- (i) The Contractor will extend full co-operation, support and all required assistance to Architect / Bank for discharging their duties and responsibilities efficiently and effectively.
- (ii) The contractor has to supply and adhere to the specific makes and specifications of all the items, which are mentioned in the separate list of approved makes. Any work found not as per the tender specifications and list of approved the contractor has to replace the same without any delay. The contractor is instructed of get approval of all the materials to be used on this site before starting the work. He should provide different sample of material for approval, before execution of work.
- (iii) All quantities indicated in the tender are approximate & are likely to change. The contractor must take actual measurement at site and billing shall be done as per the actual measurement of the work done at site.
- (vii) Work has to be got executed at site in coordination with various agencies working at site.
- (viii) The contractor is instructed to get the approval of the materials to be used on this site before starting the work. He shall provide different sample of materials for approval before execution of the work
- (i) All material have to be used in full size/length only. Joints should be avoided as far as possible.
- (ii) Any item mentioned in the BOQ with "TO THE SHAPE" will have measurement of onsite executed to the shape area only.
- (iii) Making various levels & line out for total layout on site for the items in scope of the work shall be done by the contractor
- (iv)
- (xv) MTC (Manufacturer Test certificate) Where ever applicable shall be arranged & submitted by the contractor. Testing of wood for moisture, knot % etc. shall be carried out by the contractor at his own cost.

## 2 IMPORTANT NOTES:

- (i) The contractor's qualified & authorized representative shall remain on site during the entire execution process for coordination with various agencies / Architect / Bank & execution of work
- (ii) The site shall be cleaned on day to day basis & all debris shall be disposed away at the location beyond the limit as approved by the local authority.

(iii) Hidden measurement. It is contractor's responsibility to get the measurement checked immediately on completion of such items. This shall be done before finishing the same & before ceiling boarding done. The Architect shall be provided with such details well in advance so that the other work is not held up due to last moment action.

(iv) The contractor shall coordinate with landlord for the locations of outdoor units & must inform Architect / bank / Electrical contractor about the power requirement to outdoor or indoor units

(v) The contractor must submit the detailed catalogue of each type machine as per BOQ along with technical bid.

(vi) The contractor must complete all low side on top most priority.

(vii) Before starting the contractor shall mark out the locations of outdoor & indoor locations of each machine, route of various types of piping, caballing, wiring etc. & submit the same to the architects for the approval. The approval of the drawing by the Architect shall in no way relieve the contractor from the responsibility of providing a complete and satisfactory installation and achieving and maintaining the stipulated design conditions. Any errors, omissions and shortfalls shall be rectified, and made good free of cost to the owner regardless of the fact that the installation may in the first place have been carried out as per the approved drawings.

(viii) The contractor shall mark the return air passage, location of machines with exact dimensions size of trap door requirement, Ducting drawing, Insulation, Acoustic insulation, on drawing & also on site (slab) before starting the work. The contractor shall design exact system of Air-conditioning installation as per the site requirement & the machine configuration & submit the same in auto cad format to the architects for approval purpose.

(ix) The tender shall be quoted in 1 name only without division of high side & low side work differentiation. Order shall be placed to one party (company itself or its authorized dealer) only & shall be billed for F.O.R. site

(x) The rates quoted shall be inclusive of all taxes, Duties, Octroi, Transportation, Delivery, Installation, Testing, Commissioning etc. complete at the site. No extra will be paid for any kind of taxes.

(xi) Guarantee: As given by the manufacturer but minimum one year from the date of successful commissioning. for the compressor the guarantee should be minimum five years

(xii) All A.C. units shall be with high ambient rotary / twin rotary / scroll compressor and shall



carry 5 years warranty on compressors

(xiii) The entire job shall be executed in total coordination with the other agencies working on this Project & also with landlord, bank etc.

(xiv) Architect of the project shall be kept informed about the progress of the work at various stages

(xv) All outdoor units shall be installed at the location recommended by the bank / architect / landlord

(xvi) The contractor must get the checked measurement of all hidden items i.e. refrigerant pipe, electrical caballing, drain pipe etc. before the false ceiling boarding is done or putting final finishes.

(xvii) The contractor shall arrange on his own for lighting & plug point with socket & electrical wiring, DB's etc. required during entire execution process. However supply at point shall be provided by the bank / landlord

(xviii) Any Hidden item MUST be photographed and need to be sent via social media or CD to Architect / Bank

**(xv) Billing Process:**

**Along with final bill the contractor must submit:**

- Abstract in tender BOQ format only
- schedules for detailed measurement sheet for all items (machine wise break up)
- separate as built drawings (Min. A3 size) marking exact locations of all works executed on site e.g. Location of outdoor & indoor units with numbering, route of refrigerant pipe, drain pipe, electrical caballing etc. with numbering W.R.T. the measurement sheet.
- detailed break up of fabrication work W.R.T. to various types of sections as per std. steel table
- original insurance policies as per tender terms within 3 days from the date of LOA
- completion certificate duly signed by the branch head / bank official
- testing & commissioning reports duly filled & for each machine duly signed by the client
- delivery challans for each machine duly signed by the client
- copy of LOA etc.
- All documents shall carry contractor's signature & seal with address.
- All documents shall be submitted in 1 plus 1 copies.
- The contractor shall also provide all measurement sheet in soft copy (in Excel format) & As built drawing in ACAD format

**IMPORTANT: ALL DOCUMENTS SHALL BE SUBMITTED AT ONCE ALONG WITH FINAL BILL & SHALL BE DULY SIGNED BY PUTTING COMPANY'S ADDRESS SEAL.**

**TECHNICAL SPECIFICATION FOR THE AIR CONDITIONING CONTRACT WORK**

| Sr. | Description of work |
|-----|---------------------|
|-----|---------------------|

| No. |  |
|-----|--|
| 01  | <p>Supply of split A/C 1.0 tr. (5 star, Inverter) :-<br/>           Wall mounted air conditioner shall have 1.0Tr i.e nominal 12.000 BTU/capacity per hour at the ambient of 40 degree centigrade capacity. Unit shall have maximum 45/46 dB noise level at the distance of 1 MT for outdoor/indoor units. The unit shall be suitable for 230 volts power supply. With temperature indicator and remote for operation. (5- Start, Inverter AC high wall type split A/C).<br/>           The air filter shall be easy to maintain and preferable showing the status of choking. Every unit shall be supported by unconditional warrantee of one year however sealed unit unconditional warrantee must be given for 5 years from the manufacturer. CONDESOR MUST BE OF COPPER METAL.</p>   |
| 02  | <p>SUPPLY OF SPLIT a/c 1.5 Tr. (5 star, Inverter):-<br/>           Wall mounted air conditioner shall have 1.5 Tr i.e. nominal 18,000 BTU/capacity per hour at the ambient of 40 degree centigrade capacity. Unit shall have maximum 45/46 dB noise level at the distant of 1 MT for indoor/outdoor units. The units shall be suitable for 230 volts of power supply. With temperature indicator and remote for the operations. (5- star, Inverter A/C high wall type split A/C)<br/>           The air filter shall be easy to maintain and preferably showing the status of choking. Every unit shall be supported by unconditional warrantee of one year however sealed unit unconditional warrantee must be given for 5 years from the manufacturer. CONDESOR MUST BE OF COPPER METAL.</p>   |
| 03  | <p>SUPPLY OF SPLIT a/c 2.0 Tr. (5 star, Inverter):-<br/>           Wall mounted air conditioner shall have 1.5 Tr i.e. nominal 3,000 BTU/capacity per hour at the ambient of 40 degree centigrade capacity. Unit shall have maximum 45/46 dB noise level at the distant of 1 MT for indoor/outdoor units. The units shall be suitable for 230 volts of power supply. With temperature indicator and remote for the operations. (5- star, Inverter A/C high wall type split A/C)<br/>           The air filter shall be easy to maintain and preferably showing the status of choking. Every unit shall be supported by unconditional warrantee of one year however sealed unit unconditional warrantee must be given for 5 years from the manufacturer. CONDESOR MUST BE OF COPPER METAL.</p>  |
| 04  | <p>Installation of split 1&amp; 1.5 Tr :-<br/>           Total work comprising of unpacking till commissioning of each units indoor as well as outdoor. Connecting the pipes &amp; electrical cables/wires. With necessary support &amp; fabricating for hanging the unit from ceiling. Installation shall be done with the control panel.<br/>           The installation of A/C. charging towards installation testing and commissioning of split and cassette A/C. this includes nitrogen flushing, pressure testing, attending leakages, loading, unloading, gas charging and panel fittings.</p>  |
| 05  | <p>Extra copper pipe :</p> <p>a) The contractor shall have to provide extra length of copper pipe with proper lagging to make the perfect job of insulation. All the copper pipe shall be without joints and proper flare-up shall be done with tools and tackles for excellent workmanship. No dent shall be allowed while bending the pipe of laying it on connecting it to machine/evaporate/condenser. High grade of foam insulation shall be provided. Entire piping shall be done over the false ceiling and do not compromise any aesthetic look. THIS IS THE LENGTH OTHER THAN SUPPLIED for 1.0 &amp; 1.5 TR. A/C with manufacturer kit.</p> <p>a) Then contractor shall have to provide copper pipe with proper lagging to make the perfect job of insulation. All the copper pipe shall be without joints and proper flare- up shall be done with tools and tackles for excellent workmanship. No dent shall be allowed while bending the pipe of laying it or connecting it to machine/evaporator /condense. High grade of foam insulation shall be provided. Entire piping shall be done over the false ceiling and do not compromise any aesthetic look. Size of copper</p> |

|    |  |
|----|--|
|    | shall sleeve insulated with saddling and clamping.   |
| 06 | <p>Wiring :-<br/>SPLIT UNIT TO OUTDOOR UNIT</p> <p>The A/C contractor has to get the wiring from the MCB unit provided by the electrical contractor in house. All the wiring shall be of approved make only.</p> <p>The wiring shall pass through ISI approved conduits as mentioned in approved list of materials. Any drilling of the wall for getting copper pipe or wiring shall be sealed and finished by the A.C contractor. Size of the wires shall be 3x 2.5 sq. m. m. for A.C contractor for each &amp; every A.C unit.</p> |
| 07 | <p>Drain water piping :-</p> <p>Condensed water in the interior of the banking hall shall be drained outside/toilet block through gravity-slop. The entire piping shall be 25 M.M. ISI approved pipes to carry condensed water. All the piping shall be maintainable and testing shall be done before connecting.</p>  |
| 08 | supply and installation of fabricated steel supports for outdoor units for (1T.1.5 Tr)   |
| 09 | <p>Civil work :</p> <p>The A/C contractor has to complete entire branch/ office the zari work/ all type of Civil Work for AC installation in the wall and coordinate with the civil/ Furniture/ Electrical contractor while doing flooring/ Ceiling to run the drainage/ Copper pipe etc. finishing has to be done by the A/C contractor with required labour &amp; materials.</p>   |

## 1.0 INSTALLATION OF AIR CONDITIONERS:

1.1 The Contractor shall carry out and complete the AC installation work as per standard specifications / as stipulated in this contract and OEM's recommendations and to the satisfaction of the Bank . The Bank with approval of Bank issue further written instructions, detailed directions and explanations with respect to the specifications, quality or quantity of works or the addition or omission or substitution of any work.

## 2.0 SPLIT TYPE ACs:

- 2.1 Wherever split A.C. are planned in the new buildings, necessary openings in wall may be provided by use of 75 mm PVC pipe sleeves at suitable locations for taking refrigerant pipes and cable to outdoor unit, so as to avoid unnecessary cutting / damage to walls at a later stage. The slope of sleeve of PVC pipe should be towards exterior to avoid seepage of water into the room. This opening should be sealed properly after installation to avoid entry of vermin, rodents and rain water.
- 2.2 If the Split ACs are installed in the existing buildings, the opening shall be made with suitable drilling equipment with slope towards the exterior wall side for free flow of drain water and avoid seepage of rain water inside. The opening shall be packed with glass wool and finished with cement to avoid entry of rodents through the opening.
- 2.3 For condensate drain, 25/32/40 mm PVC/ HDPE pipe be provided as per the site condition and taken to nearest drain or up to the stack for collection & disposal of condensate. The slope of such pipe also should be downwards. As far as possible, joints should be avoided in this pipe.
- 2.4 The length of connecting refrigerant pipes between outdoor and indoor unit be kept to minimum feasible at site. However, it should not exceed 9 m, as the efficiency of the unit gets severely affected on increase of distance. Where the OEM specifies more than 9m for the specific model being used, the refrigerant pipe may be increased.
- 2.5 The refrigerant pipes should be taken along the walls/ columns etc. duly clamped to their surface by saddles. If walls etc. are not available, tray be used to support the refrigerant pipes. No opening shall be made in the concrete roof to run the refrigerant pipe to avoid

damage to the water proofing and leakage of water from the terrace. Where bending of refrigerant pipes is required, proper pipe bending tool should be used to avoid pinching of pipes.

- 2.6 The refrigerant pipes should be properly insulated as per the recommendations of the manufacturer of split type AC units. The insulation over refrigerant pipes be examined once in a year and in case of any deficiency/ defect the same may be replaced as a part of AMC.
- 2.7 The indoor unit shall be fixed on the wall or partition as per the direction/ instructions of the Bank. Care should be taken while fixing on the partition to ensure the holding capacity of the partition, to avoid the IDU from falling and getting damaged or causing injury. The installation of IDU shall be done in such a way to add to the ambience of the Branch. It shall be firmly fixed on the wall / partition.
- 2.8 The ODU shall be fixed in the external wall or in the terrace with suitable size MS supports fixed firmly with anchor fasteners or as specified in the BOQ.
- 2.9 If number of ODUs are installed in the terrace or external wall, the sufficient distance (vertical and horizontal) between ODUs shall be maintained to ensure optimum and efficient dissipation of Hot air to the atmosphere and to avoid short circuiting of the hot air between ODUs.

### **3.0 INSTALLATION OF CASSETTE ACs:**

- 3.1 While installing Cassette type IDU's, the contractor has to check the distance between the roof and the false ceiling and ensure that the sufficient height is available for fixing the IDU as per the layout and any hindrance like sewerage pipe lines, electrical cables etc. Support to hang the IDU to be provided in the roof with threaded rods of suitable size, as per recommendation of OEM. The length of the rod shall be of sufficient length to make finer adjustments while balancing the IDU.
- 3.2 The drain pipe of the Cassette AC units shall be covered with the insulation and sealing tape to avoid leakage of water. As far as possible, Contractor should use full length of drain and refrigerant pipe for installation to avoid leakage of water or refrigerant gas.
- 3.3 The refrigerant pipes from the IDU to the nearest wall should be duly fixed with the slotted angle supports or trays of suitable size firmly fixed with the threaded rods to the ceiling.
- 3.4 To avoid rodent menace, the contractor shall close all openings made by him and also provide sufficient protection to the PCB, other parts of the IDU. No claim for additional amount towards rectifying the IDU on account of damages caused by rodents will be entertained during the warranty period or AMC period.
- 3.5 Sufficient amount of refrigerant should be topped up as per the length of the copper pipes as required by OEM recommendation to ensure the optimum and desired performance of the ACs.
- 3.6 If the works involves, some architectural features in the false ceiling, the contractor shall consult the interior contractor and BANK Engineers before installation of cassette ACs to avoid any damage or any hindrance to the proposed architectural features.

### **4.0 CONCEALING THE PIPES:**

- 4.1 The contractor shall give due notice to the Employer whenever any work like copper piping, cabling, acoustic insulation of the ducts or any work is to be concealed in the wall/false ceiling/partitions or finished up or otherwise becoming inaccessible later on, in order that the

work may be inspected and correct dimensions taken before concealing.

- 4.2 If the Contractor has concealed the items without informing BANK Engineer, the same shall be opened up for measurement and made good to the original finishing at the contractor's expenses. If the contractor refuses to do so, then the same will not be considered for measurement and no payment may be made for such materials.
- 4.3 The contractor shall not execute any extra work other than the Bank's or BANK's written instruction. No works, for which rates are not specifically mentioned in the price bid, shall be taken up without written permission of the Bank.
- 4.5 Should any dispute or differences arise after the execution of any work as to measurements etc., or other matters which cannot be conveniently tested or checked, the decision of BANK shall be accepted as correct and binding on the contractor.
- 4.6 It is the responsibility of the Contractor to arrange/provide the tools, ladder, stands or any other gadgets or supports required for the execution of the work at site and Bank will not provide or entertain such requests.

## **5.0 MATERIALS, WORKMANSHIP, SAMPLES, TESTING OF MATERIALS**

- 5.1 All the works specified and provided for in the specifications or which may be required to be done in order to perform and complete any part thereof shall be executed in the best and most workman like manner with materials of the best and approved quality of the respective kinds in accordance with the particulars contained in and implied by the specifications and as represented by the drawings or according to such other additional particulars, and instructions as may from time to time be given by BANK during the execution of the work and to his entire satisfaction. The Contractor shall use only products bearing ISI marking in the work for those materials for which no makes are mentioned in the tender.
- 5.2 No refurbished, second hand and spurious materials should be used. If required, the contractor has to submit the details of the source of his purchase of materials to BANK. BANK reserves its right to enquire and collect data from the supplier to confirm the authenticity of the materials. BANK has the right to stringent action against the contractor, as deemed fit, in addition to suspend / cancel the contract.
- 5.3 Contractor should get approval of the samples of materials in advance with BANK's Engineer before use of the same in the work. Should be contractor desire to substitute any specified materials with "Equal" or "Other approved" etc., he/they must obtain the specific approval of the Bank in writing for any such substitution, well in advance.
- 5.4 Samples of all materials to be used must be submitted when so directed by BANK. If required, the contractor shall have to carry out tests on materials in approved materials testing laboratories or as prescribed by BANK at his own cost to prove that the materials etc., under test conform to the relevant I.S Standards or as specified in the specifications. The necessary charges, transporting, testing etc., shall have to be borne by the contractor. No extra payment on this account will be entertained.
- 5.5 If the contractor has used any material which is not complying with the specifications, or the workmanship is bad or the material used is substandard or second hand etc, Bank shall during the progress of the work have power to order the removal and substitution of the material or proper re-execution of the work within a reasonable time. In case the contractor refuses to comply with the order, BANK shall have the power to employ other agencies to rectify or re-execute the work at the cost and risk of the contractor.



- 5.6 Any damage (during the work) to any part of the work or to the premises for any reasons due to rain, storm or neglect of contractor shall be rectified by the contractor in an approved manner at no extra cost.
- 5.7 Should the work be suspended by reason of rain, strike, lock-outs or any other cause, the contractor shall take all precautions necessary for the protection of work and at his own expenses shall make good any damage arising from any of these causes.
- 5.8 When the employer observes that the progress of the work is not satisfactory or very slow or not in a workmanship manner or of poor quality or violation of safety protocols etc, the contractor shall be issued a suitable advise to rectify the same or replace the materials or redo the entire work, within a reasonable time frame. If the contractor could not rectify the things within the time frame given, in the interest of the work, the Employer reserves the right to execute any part of the work included in this contract or the entire work by any other Agency or persons and contractor shall allow all reasonable facilities and extend cooperation for the execution of such work.
- 5.9 All expenses consequent thereon or incidental thereto as certified by BANK shall be borne by the contractor or may be deducted from any money due to or that may become due to the contractor. No certificate, shall relieve the contractor from his liability in respect of unsound work or bad materials.

## **6.0 PERIOD OF CONTRACT & EXTENSION OF TIME**

- 6.1 Time is the essence of the contract. The Contract shall be executed within the stipulated period in the NIT. No request for extension will be entertained and the bidder has to plan and mobilize his resources for the satisfactory completion of the project within the time period agreed in the tender.
- 6.2 If in the opinion of the Employer, the work is delayed due to the following reasons not attributable to the contractor, the employer shall make a fair and reasonable extension of time, for completion of the Contract works
- By force majeure (or)
  - By reason of any exceptionally inclement weather (or)
  - By reason of proceedings taken or threatened by or dispute with adjoining or neighboring owners of public authorities arising, than through the Contractor's own default (or)
  - By the works not referred in the Schedule of Quantities or specifications (or)
  - By reason of civil commotion, workmen strike or lock-out (or)
  - In consequence of the Contractor not having in due time, necessary instructions from the Employer for which he shall have specifically applied in writing ahead of time, giving reasonable time to prepare such instructions
- 6.3 In case of such strike or lock-out, the Contractor shall as soon as possible give written notice thereof to the employer, but the Contractor shall nevertheless constantly use his endeavors to prevent delay and shall do all they may reasonably be required, to the satisfaction of the employer to proceed with the work.
- 6.4 In case the work is held up for any site conditions not attributable to the contractors or for any decisions instructions / want of details from Employer or for any of the conditions, the contractor shall be allowed reasonable extension of time by the employer but any claim for idle labour shall not be entertained by the employer. Contractor's quoted rates should include for all such contingencies.

## **7.0 PAYMENT TERMS**

- 7.1 For the SITC of ACs

- i) No advance payment.
- ii) No part payment. For certain works, part payment will be considered if stipulated in the NIT.
- iii) Payment shall be made by way of Electronic fund transfer and the bill will be paid by the Branch.
- iv) Bidder should furnish details of the bank a/c no, IFSC code along with their invoices.

**7.2 For the AMC (clause will after the free AMC period and if bank want to continue with the same vendor)**

- i) No advance payment.
- ii) Quarterly payments will be released after the end of the quarter subject to deductions for shortfall in services
- iii) Field reports of the PM and breakdown maintenance reports shall be enclosed to the Invoices

7.3 Part/Interim payment is paid as per the payment terms mentioned in the NIT. All the interim payments shall be regarded as payments by way of advance against the final payment only and not as payments for work actually done and completed, and shall not preclude the requiring of bad, unsound, and imperfect or unskilled work to be removed and taken away and reconstructed, or re-erected or be considered as an admission of the due performance of the contract, or any part thereof in any respect or the accruing of any claim, nor shall, it conclude, determine or affect in any way the power of the Employer under these conditions or any of them as to the final settlement and adjustment of the accounts or otherwise or in any other way vary or affect the contract.

7.4 If the Bank has supplied any materials or goods to the contractor, the cost of any such materials or goods will be progressively deducted from the amount due to the contractor in accordance with the quantities consumed in the work.

7.5 The final bill shall be accompanied by a certificate of completion or Commissioning report signed by an official of the Bank. Payments of final bill shall be made after deduction of Retention Money as specified, which shall be refunded after the completion of the Defects Liability Period provided the contractor has rectified all defects to the satisfaction of the Bank. The acceptance of the payment of the final bill by the contractor would indicate that he has no further claim in respect of the work executed.

7.6 GST as applicable shall be paid extra and the same shall be clearly shown in the invoices.

7.7 Statutory deduction towards income tax and other taxes as and when directions from statutory bodies are received will be made at the time of making payments. Currently, I.T. will be recovered @ 2 % plus surcharge or as applicable as per Government Rules. GST-TDS as per applicable rates will be deducted, wherever applicable.

**7.8 GST:**

- a. It is the responsibility of the bidder to ensure that the GST is valid and active. Payments will not be made to inactive or invalid GST invoices.
- b. Reimbursement of GST will be made only on submission of proper GST invoice as per applicable GST provision. Non-GST invoices will not be accepted. The contractor should comply with the following.
- c. Contractor should have GST Registration Number
- d. Invoice should specifically disclose the amount of GST levied at applicable rate as per GST provision
- e. In case of Correction in the bills after scrutiny, contractor should submit fresh bills for payment

- f. Contractor should timely file his GST return in accordance with GST provisions to enable the bank to claim the credit of GST paid to the contractor
- 7.9 The works will be paid for as “measured work” on the basis of actual work done and not as “lump sum” contract, unless otherwise specified.
- 7.10 All items of work described in the schedule of quantities are to be deemed and paid as complete works in all respects and details including preparatory and finishing works involved, directly related to and reasonably detectable from the drawings, specifications and schedule of quantities and no further extra charges will be allowed in this connection. In the case of lump-sum charges in the tender, in respect of any items of work, payment will be made for the actual work done, on the basis of lump sum charges, as will be assessed by BANK.

## **8.0 VARIATION IN QUANTITY / SUBSTITUTION OF ITEM**

- 8.1 The Schedule of Quantities unless otherwise stated shall be deemed to have been prepared in accordance with the Standard Procedure shall be considered to be approximate and no liability shall attach to the employer for any error which may be discovered therein.
- 8.2 The Employer reserves the right to increase or decrease or delete or omit or execute only a part or the whole or any excess thereof, as per the site requirements, without assigning any reason there for at the time of allotment / execution of work. Contractor will be paid for the actual work done at the site. No variation shall vitiate the contract.
- 8.3 The tender rates shall be fixed and applicable for any increase or decrease in the tendered quantities. Nothing extra will be paid by the Bank on account of omission / deletion of items or decrease in the quantity of items. The Bank shall not entertain any claim whatsoever from the contractor on this account. Payment will be made on actual measurement of the work done. All measurements shall be as per relevant I.S. standards
- 8.4 Bank reserves the right to order more quantities than what is mentioned in this tender (at the same rate and terms and conditions) either at the same site or other sites as per the need within the validity of this tender.
- 8.5 The price of all additional items/non-tendered items will be worked out on the basis of rates quoted for similar items in the contract wherever existing. If similar items are not available, the rates for such items will be derived as per standard method of rate analysis based on prevalent fair price of labour, material and other components as required with 15% towards contractor’s profit and overheads.

## **9.0. CONTRACTOR’S EMPLOYEES**

- 9.1 The Contractor shall employ technically qualified / having appropriate skill and competent persons fully trained and adequately experienced technicians, who are medically fit. They should be free from any contagious diseases. The technicians shall be well mannered and properly dressed with shoes etc.
- 9.2 The contractor shall provide necessary training on safety measures while executing the work wherever necessary so as to avoid accident. The Bank shall not be responsible for any accident occurred or damage incurred or claims arising there from during the execution of work. The contractor shall also provide all risk insurance policy including third party insurance as may be necessary to cover the risk.
- 9.3 The contractor / firm shall be held responsible for any misdeeds / misbehavior of their employees within the premises. Bank is not responsible for any damages or claims on



account of the misbehavior / misdeeds of his employees. For this purpose, any person supplied by the contractor to be engaged on the work on regular basis or as an alternate arrangement, under the direct order or control of the Employer or his representative shall be deemed to be a person employed by the contractor.

- 9.4 The contractor shall on the request of the Employer immediately dismiss from works any person employed thereon by him, who in the opinion of the Employer be unsuitable or incompetent or who may misconduct. Such discharges shall not be the basis of any claim for compensation or damages against the Employer or any of their officer or employee.
- 9.5 No employee of the Bank is allowed to work as a contractor for a period of 2 years of his/her retirement from Bank Services without previous permission of the Bank. This contract is liable to be cancelled, if either the contractor or any of his employees is any time to be such a person who had not obtained the permission of Bank as aforesaid before submission of the tender or engagement in the contractor's service.
- 9.6 Contractor should not engage child labour in any of the activities in this contract.
- 9.7 The contractor shall not employ person who is not an Indian National.
- 9.8 The technician shall not over stay in the Bank premises or in the odd hours or holidays unless or otherwise required by the Branch for specific reasons like maintenance, repair works etc.
- 9.9 In respect of all labour employed directly or indirectly on the work for the performance of the contractor's part of work, the contractor at his own expense, will arrange for the safety provisions as per the statutory provisions, B.I.S recommendations, factory act, workman's compensation act, CPWD code and instructions issued from time to time.
- 9.10 The Contractor's workmen will not have any right whatsoever to get absorbed in the Bank. The Contractor shall be responsible for all the claims of the employees of the Contractor and shall not make and claim whatsoever against the Bank. The Contractor shall be responsible for all statutory requirements e.g. ESI, PF, labour registrations, Insurance coverage etc. The operator is responsible for compliance of all the rules & safety regulations etc. Minimum wages as prescribed by the Labour Act shall be payable to the operator(s) by the contractor as the case may be. The Contractor shall bind himself and keep the Employer saved harmless and indemnified against claims if any of the workmen and all costs and expenses as may be incurred by the Employer in connection with any claim that may be made by any workmen.

## **10.0 WORKING HOURS AT THE SITE**

As instructed by Bank. Contractor to ensure that the routine operations at the site are not affected by the contract work. If required, they have to work on the Bank Holidays in coordination with other agencies and Bank. The details is described in ADDITIONAL CONDITIONS OF CONTRACT - 7.0

## **11.0 SUBCONTRACTING**

- 11.1 The whole of the works included in the contract shall be executed by the contractor and the contractor shall not directly or indirectly transfer, assign or underlet the contract or any part, share or interest therein nor, shall take a new partner, without written consent of the Employer and no subletting shall relieve the contractor from the full and entire responsibility of the contract or from active superintendence of the work during their progress

## **12.0 STORAGE OF MATERIALS**



- 12.1 The contractor shall store their materials like AC machines, copper pipes, wires, refrigerant gas cylinders, tools etc in the site with the permission of the Bank. However, the contractors shall be responsible for the custody and security of all materials and equipment at site. No claim for loss or theft will be entertained by the Bank.
- 12.2 Shelter or stay and other amenities for the labors have to be arranged by the contractor at his own expense and responsibility.
- 12.3 On completion of the works, the contractor shall remove all tools, surplus materials, rubbish and temporary works of every kind and leave the whole of the site and the works clean and in a workmanlike condition to the satisfaction of the Bank

### **VARIABLE REFRIGERANT FLOW SYSTEM**

#### **13.1. Scope:**

The scope of this section comprises the supply, erection, testing and commissioning of Variable Refrigerant Volume System conforming to these specifications and in accordance with the requirements of Drawings and Schedule of quantities.

#### **13.2. Type:**

Unit shall be air cooled, variable refrigerant volume air conditioner consisting of one outdoor unit and multiple indoor units. Each indoor unit having capability to cool independently for the requirement of the rooms. All indoor units shall be provided with isolation valves so that a particular unit can be isolated and removed for servicing, while system keeps functioning in normal way.

It shall be possible to connect multiple indoor units on one refrigerant circuit as shown in the drawings or as indicated in schedule of quantities. The indoor units on any circuit can be of different type and also controlled individually. Following type of indoor units shall be connected to the system:

- Ceiling mounted cassette type.
- Wall Mounted Split type

- Compressor installed in outdoor unit shall be equipped with capacity control mechanism and capable of changing the rotating speed / mass flow rate of refrigerant by scroll engaging / disengaging mechanism to follow variations in cooling. Outdoor unit shall be suitable for mix-match connection of all type of indoor units.

The refrigerant piping between indoor units and outdoor units shall be extended upto 100m with maximum 50 m level difference without any oil traps. Oil recovery system shall be managed without disturbance to normal operation cycle of the system / compressor.

Both indoor unit and outdoor unit shall be factory assembled, tested and filled with first charge of refrigerant before delivery at site.

#### **13.3. Out Door Unit:**

The outdoor unit shall be factory assembled, weather proof casing constructed from heavy gauge mild steel panels with powder coated finish.

All outdoor units above 5 HP rating shall have minimum two number scroll compressors.

In case of outdoor units with multiple compressors, the operation shall not be disrupted with failure of any compressor.

The noise level shall not be more than 60 dB (A) at normal operation measured

horizontally 1m away and 1.5 m above ground level.

The outdoor unit shall be modular in design with possible future expansions.

The unit shall be provided with microprocessor control panel.

**13.4. Compressor:**

The compressor shall be high efficiency scroll type and capable for capacity controlling. It shall change the speed / refrigerant mass flow rate in accordance to the variation in cooling load requirement. Refrigerant mass flow rate can be changed by speed modulation of compressor / mechanical control system. System shall incorporate liquid sub-cooling mechanism with liquid injection at intermediate pressure.

The inverter used, shall be IGBT (insulated gate bipolar transistor) type for efficient and quiet operation.

All outdoor units shall have multiple steps of capacity control to meet load fluctuation and indoor unit individual control. All parts of compressor shall be sufficiently lubricated. Forced lubrication may also be employed.

Oil heater shall be provided in the compressor casing.

**13.5. Heat Exchanger:**

The Heat Exchanger shall be constructed with copper tubes mechanically bonded to aluminum fins to form a cross fan coil and larger surface area.

The fins shall have anticorrosion treatment for Heat Exchanger Coil. The treatment shall be suitable for areas of high pollution, moisture and salt laden air.

The casings, fans, motors etc. shall also be with anticorrosion treatment as a standard features.

The unit shall be provided with necessary number of direct driven low noise level propeller type fans arranged for vertical / horizontal discharge. Each fan shall have a safety guard.

**13.6. Refrigerant Circuit:**

The Refrigerant Circuit shall include an liquid receiver /accumulator, liquid & gas shut off valves and a solenoid valve. All necessary safety devices shall be provided to ensure the safety operation of the system..

**13.7. Safety Devices:**

All necessary safety devices shall be provided to ensure safe operation of the system.

Following safety devices shall be part of the outdoor unit: high pressure switch, low pressure switch, fuse, crankcase heater, fusible plug, over current protection for inverter, and short recycling guard timer.

**13.8. Piping:**

All connections of Refrigerant piping shall be in high grade Copper of Refrigeration quality with Eddy Current Testing and material test Certificates.

All connections, tees, reducers etc. shall be standard make fittings.

Insulation of cold lines shall be carried out with Armaflex / K-Flex insulation sheets and tubes of appropriate thickness so that condensation does not occur.

For individual Piping 50 / 100 mm wide Aluminum Tape shall be used at joints of Piping with Bands for identification.

For outdoor piping, the finish shall be woven GRP Mat finished with colored Epoxy paints to withstand outside ambient conditions and UV Radiation.

**13.9. Oil Recovery System:**

Unit shall be equipped with an oil recovery system to ensure stable operation with long refrigerant piping.

System shall be designed for proper oil return to compressor along with the

distribution of oil to individual compressor.

The refrigerant piping shall be extended upped 100 M with 50-M level difference without oil traps.

### **13.10. Indoor Units:**

Units shall be factory assembled, wired, piped and tested.

Units shall have DX coils with copper tubes and bonded aluminum fins for highly efficient heat transfer.

Units shall have Centrifugal fans for adequate amount of Air circulation and low Noise.

Units shall have inlet filters, which are easily cleanable and replaceable.

All components of Units are easily accessible for connection, repairs and maintenance.

Units shall have very low noise.

All units with Factory manufactured Units, Grills shall have auto swing feature for proper Air distribution.

All unit shall be controlled by electronic Expansion Valves only.

All units mounted inside the ceiling shall have fans capable of sustaining duct connections, and special filters if necessary.

Visible indoor units shall have wireless remotes. Price of the same shall be included in cost of unit by default.

Concealed indoor units shall have sensor mounted on supply air grilles / diffusers which can be controlled with wireless remotes unless specified.

Anticorrosion treatment for avoiding corrosion of coils.

All units shall have adequate insulation or Lining to avoid condensation.

Cooling coil and refrigeration parameters shall be designed in such a way that supply air temperature shall not be less than 14°C or 1°C above room dew point temp, whichever is more. Contractor shall guarantee inside conditions with selected supply air temperature.

### **13.11. Ceiling Mounted Cassette Type Unit (Multi-Flow Type):**

The unit shall be ceiling mounted type. The unit shall include pre-filter, fan section and DX-coil section. The housing of the unit shall be powder coated galvanized steel. The body shall be light in weight and shall be possible to suspend from four corners.

Unit shall have a external attractive panel for supply and return air. Unit shall have four way supply air grilles on sides and return air grille in centre.

Each unit shall have high lift drain pump, fresh air intake provision (if specified), low gas level detection system and very low operating sound.

### **13.12 Ceiling Mounted Ductable Type Unit:**

Unit shall be suitable for ceiling mounted type. The unit shall include pre filter, fan section & DX-coil section. The housing of unit shall be light weight powder coated galvanized steel. The unit shall have high static fan for ductable arrangement.

### **13.13 High Wall Mounted Units:**

The units shall be high wall mounted type. The unit shall include pre-filter, fan section & DX-coil section. The housing of unit shall be light weight powder coated galvanized steel.

Unit shall have an attractive external casing for supply and return air.

### **13.14. Ceiling Mounted Concealed type units:**

Unit shall be suitable for ceiling mounted type. The unit shall include pre filter, fan section & DX-coil section. The housing of unit shall be light weight powder coated galvanized steel. It shall be slim and quite in operation

### **13.15. Central Remote Controller (Option if Specified in BOQ):**

A multi-functional microprocessor based centralized controller (central remote controller) shall be supplied as an optional accessory.

The controller shall be able to control upto min. 64 zones of 64 group (each group consisting of max. 16 units) or 128 nos. of indoor units with the following functions.

- Temperature setting for each zone, or group, or indoor unit.
- On/Off as a zone or individual unit.
- Indication of operating condition.
- Select ON of all operation modes for each zone..
- The controller shall have wide screen liquid crystal display and shall be wired by a non polar 2 wire transmission cable to a distance of 1000m away from the indoor unit.
- The controller shall be integrated to BAS system thru software for monitoring & controlling of all above parameters including start/ stop of each indoor / outdoor unit. All necessary interface cards / units should be supplied as a part of the system to integrate to the BAS Software.

### **13.16. Unified On/Off Controller (Option if Specified in BOQ):**

Unified ON / OFF controller shall be supplied as an optional accessory.

The controller shall be able to control minimum 2 groups (each group containing maximum 16 indoor units) or 128 nos. of indoor units with the following functions.

- On / Off as a zone or individual unit.
- Indication of operation condition of each group.
- Select one of 4 operation modes

The controller shall be wired by a non-polar 2 wire transmission cable to distance of 1 km away from indoor unit.

The controller shall be integrated to BAS system thru software for monitoring & controlling of all above parameters including start/ stop of each indoor / outdoor unit. All necessary interface cards / units should be supplied as a part of the system to integrate to the BAS Software.

### **13.17. Condensate:**

25mm dia uPVC pipes, 40mm dia uPVC headers & fittings shall be used for condensate, from Evaporator Unit to drain point. The joints shall be properly sealed so that there is no water leakage. U-trap shall be provided. Additional insulation drain tray shall be provided below the Evaporator Unit, if required.

#### **Mounting**

All indoor units shall be mounted with Brackets, Hangers etc. with proper size anchor Fasteners.

### **13.18 Electrical installation:**

For Variable Refrigerant flow systems, power will be provided near outdoor unit location. HVAC Contractor to provide suitable distribution panel along with 3-phase power to outdoor units and single phase power to all indoor units fed by these outdoor units. Power / control cabling along with supports shall be included.

## **AIR DISTRIBUTION**

### **10.1 SCOPE (AS PER “SMACNA” STANDARDS)**

The scope of this section comprises supply fabrication, installation and testing of all sheet metal / aluminum ducts, supply, installation, testing and balancing of all grilles, registers and diffusers. All to be in accordance with these specifications and the general arrangement shown on the Drawings.

### **10.2 DUCT MATERIALS**

#### **10.2.1 RAW MATERIALS**

Galvanizing shall be Class VII – light coating of zinc, nominal 180gm/sq.m surface area and Lock Forming Quality prime material along with mill test certificates. In addition, if deemed necessary, samples of raw material, selected at random by owner’s site representative shall be subject to approval and tested for thickness and zinc coating at contractor's expense.

#### **10.2.2. GAUGES, BRACING BY SIZE OF DUCTS**

All ducts shall be factory fabricated from galvanized steel / aluminum of the following thickness, as indicated as below:

##### **10.2.2.1 For Ducts with external SP up to 250 Pa (ESP up to 25mmWg)**

| <b>Rectangular Ducts G. S.</b> | <b>Pressure 250 Pa</b>                  |                   |                        |
|--------------------------------|---|-------------------|------------------------|
|                                | <b>Duct Section Length 1.2 m (4 ft)</b> |                   |                        |
| <b>Maximum Duct Size</b>       | <b>Gauge</b>                            | <b>Joint Type</b> | <b>Bracing Spacing</b> |
| 1–500 mm                       | 26                                      | C&S Connector     | Nil                    |
| 501 – 750 mm                   | 26                                      | C&S Connector     | Nil                    |
| 751 – 900 mm                   | 24                                      | TDF Flange        | Nil                    |
| 901 – 1200 mm                  | 24                                      | TDF Flange        | Nil                    |
| 1201 – 1500 mm                 | 22                                      | TDF Flange        | Nil                    |
| 1501 – 1800 mm                 | 20                                      | TDF Flange        | JTR or ZEE BAR         |
| 1801 – 2100 mm                 | 20                                      | TDF Flange        | JTR or ZEE BAR         |
| 2101 – above                   | 18                                      | TDF Flange        | JTR or ZEE BAR         |

\*Distance of reinforcement/bracing from each joint. Bracing material to be same as of material used for joining of duct sections.

### **10.3 DUCT CONSTRUCTION**

**10.4 All ducts shall be fabricated and installed in workmanlike manner, conforming to relevant SMACNA codes.**

- a) Ducts so identified on the Drawings shall be acoustically lined and insulated from outside as described in the section “Insulation” and as



indicated in schedule of Quantities. Duct dimensions shown on drawings, are overall sheet metal dimensions inclusive of the acoustic lining where required and indicated in Schedule of quantities. The fabricated duct dimensions should be as per approved drawings and care should be taken to ensure that all connecting sections are dimensionally matched to avoid any gaps.

## **10.5 DAMPERS**

- a) Dampers: All duct dampers shall be opposed blade louver dampers of robust 16 G GSS construction and tight fitting. The design, method of handling and control shall be suitable for the location and service required.

## **10.6 SUPPLY AND RETURN AIR DIFFUSERS / GRILLS**

Supply and return air diffusers shall be as shown on the Drawings and indicated in Schedule of Quantities. Aluminium diffusers shall be powder coated & made from extruded aluminium section as specified in schedule of quantities.

- a) Rectangular Diffusers shall be extruded aluminum construction, square & rectangular diffusers with flush fixed pattern for different spaces as per schedule of quantities These shall be selected in consultation with the consultant / client. These shall be procured only after obtaining written approval from **CLIENT** for each type of diffuser.
- b) Supply air diffusers shall be equipped with fixed air distribution grids, removable key-operated volume control dampers, and anti-smudge rings as required in specific applications, and as per requirements of schedule of quantities.

## **DOCUMENTATION & MEASUREMENTS FOR DUCTING**

All ducts fabricated and installed should be accompanied and supported by proper documentation viz:

- a) Bill of material/Packing list for every duct section supplied.  
Measurement sheet covering each fabricated duct piece showing dimensions and external surface area along with summary of external surface area of duct gauge-wise.  
Each and every duct piece to have a tag number, which should correspond to the serial number, assigned to it in the measurement sheet. The above system will ensure speedy and proper site measurement and verification.  
Unless otherwise specified, measurements for ducting for the project shall be on the basis of centerline measurements described herewith

Ductwork shall be measured on the basis of external surface area of ducts. Duct measurements shall be taken before application of the insulation. The external surface area shall be calculated by measuring the perimeter comprising overall width and depth, including the corner joints, in the center of each duct section, multiplying with the overall length from flange face to flange face of each duct section and adding up areas of all duct sections. Plenums shall also be measured in a similar manner.

For tapered rectangular ducts, the average width and depth shall be considered for perimeter, whereas for tapered circular ducts, the diameter of the section midway between large and small diameter shall be adopted, the length of tapered



duct section shall be the centerline distance between the flanges of the duct section.

For special pieces like bends, tees, reducers, branches and collars, mode of measurement shall be identical to that described above using the length along the centerline.

The quoted unit rate for external surface of ducts shall include all wastage allowances, flanges and gaskets for joints, nuts and bolts, hangers and angles with double nuts for supports, rubber strip 5mm thick between duct and support, vibration isolator suspension where specified or required, inspection chamber/access panel, splitter damper with quadrant and lever for position indication, turning vanes, straightening vanes, and all other accessories required to complete the duct installation as per the specifications. These accessories shall NOT be separately measured nor paid for.

- b) Special Items for Air Distribution shall be measured by the cross-section area perpendicular to air flow, as identified herewith:
  - I. Grilles and registers - width multiplied by height, excluding flanges. Volume control dampers shall form part of the unit rate for registers and shall not be separately accounted.
  - II. Diffusers - cross section area for air flow at discharge area, excluding flanges. Volume control dampers shall form part of unit rate for supply air diffusers and shall not be separately accounted.
  - III. Linear diffusers - shall be measured by cross-sectional areas and shall exclude flanges for mounting of linear diffusers. The supply air plenum for linear diffusers shall be measured with ducting as described earlier.
  - IV. Flexible connection - shall be measured by their cross sectional area perpendicular to the direction of air flow. Quoted rates shall include the necessary mounting arrangement, flanges, nuts and bolts and treated-for-fire requisite length of canvas cloth.

#### **10.7 FLEXIBLE DUCT:**

Insulated flexible duct should be UL 181 CLASS I AIR DUCT LISTED AND LABELLED WITH NFPA 90A & 90B AND SEAL OF AIR DIFFUSION COUNCIL with double lamination of tough polyester which encapsulates steel helix wire forms the air tight inner core, double layer core wrapped in a multiple thickness of fiberglass wool with R Value 4.2, Green guard certification of fiberglass wool must. , Reinforced and sheathed in a rugged and durable tri directionally reinforced metalized polyester jacket.

Flexible duct connections should be made as per UL181 listing procedure with proper flexible right forming brace connection allowing right connections for flexible duct into energy efficient. and Strapping the flexible duct connections with flexible duct strap ties.

**LIST OF APPROVED MAKES FOR HVAC EQUIPMENT AND MATERIALS**

| Sl. No. | Details of the Items                                    | Manufacturer's name  |
|---------|---|--|
| 1.      | <b>Package / Ductable units</b>                         | <b>Daikin, Hitachi, Carrier, Voltas</b>  |
| 2.      | <b>Propeller Fans</b>                                   | <b>Crompton</b>  |
| 3.      | <b>Electric Motors</b>                                  | <b>Crompton / Siemens/BharatBijlee</b>   |
| 4.      | <b>Ventilation AHU</b>                                  | <b>Suvidha / Caryaire/Citizen/Cherub</b>   |
| 5.      | <b>GI Sheet</b>   | <b>Sail/TATA/ Jindal</b>   |
| 6.      | <b>Grilles/Diffuser</b>                                 | <b>Caryaire/Ravistar//Dynamic</b>  |
| 7.      | <b>MS Dampers/Louvers</b>                               | <b>Tristar/ /Cherub</b>  |
| 8.      | <b>Control Cables</b>                                   | <b>Grandlay/Batra Henlay/Kalinga</b>   |
| 9.      | <b>Power Cable</b>                                      | <b>ICC/Polycab</b>   |
| 10.     | <b>Nitrile rubberInsulation for ref pipe insulation</b> | <b>Eurabatax/Aeroflex/Totaline</b>   |
| 11.     | <b>Flexible Duct Connection</b>                         | <b>Airflow/Pyroguard</b>   |
| 12.     | <b>Gaskets</b>  | <b>Neoprene rubber</b>   |
| 13.     | <b>Adhesives</b>  | <b>Fevicol / Superlon</b>  |
| 14.     | <b>Vibration Isolator</b>                               | <b>Resistoflex/Dunlop</b>  |
| 15.     | <b>Filters/Air Showers</b>                              | <b>Dyna/Thermadyne/Cherub</b>  |
| 16.     | <b>Polyethylene for duct insulation</b>                 | <b>Supreme/Trocellene/Totaline</b>   |
| 17.     | <b>Centrifugal / Axial fan</b>                          | <b>Flaxt/ PAF/ Chakshu</b>   |
| 18.     | <b>Refrigerant Pipes</b>                                | <b>Rajco/Parasmani</b>   |
| 19.     | <b>CasstteUnits,VRV/VRF and</b>                         | <b>Wall Mounted Split AC Unit</b><br><b>Hitachi/ Daikin/ Mitsubishi</b><br><b>Electric/Mitsubishi Heavy</b><br><b>Indu./Toshiba/ O General/ Voltas /</b><br><b>Carrier</b> |



- [1] Rate quoted shall include all Taxes such as Sales Tax, VAT, Excise, Octroi, etc. including transportation charges. Excluding GST [ GST will be Paid Extra as per Applicable Norms]
- [2] 1 Years of M/C warranty with 6 free services and 5 years warranty for compressor shall be provided by the supplier.
- [3] The Standard installation charges for the high wall split A.C shall include 5 meter Each of Refrigerant pipe, Electrical Wiring [Copper Pipe and Electric cable total length for all new AC machines shall be measured and standard Length for all the new AC machines shall be deducted and difference shall be paid]
- [4] All Civil work such as Masonry work slice breaking away and making good of walls, floors slab etc. Required to be executed in the A.C system installation is the part of the scope of project. (Rate quoted shall included in Low side work items)
- [5] The Entire Job Shall be Executed in Total Co. Ordination with the Other Agencies Working on this Project more particularly with the False Ceiling and Electrical work.



**BILL OF QUANTITY(NOT TO BE FILLED)**

**BOQ :AIR CONDITIONING WORK of SBI SATKASHI BRNACH, RBO - 5, NAVSARI.**

| Sr.         | Description   | Qty        | Unit |
|-------------|---|------------|------|
| <b>[A]</b>  | <b>AIR CONDITIONING WORK</b>  |            |      |
| <b>[I]</b>  | <b>MACHINE PART</b>   |            |      |
| 1           | Supplying & providing of <b>Hi-wall Inverter Split Type AC</b> with high wall mounted indoor and outdoor unit. having <b>eco friendly</b> refrigerant. Including indoor unit outdoor unit and cordless remote Machine shall have <b>copper condenser</b> Unit, Make: Carrier/ Hitachi / Daikin / Mitsubishi Heavy Industries/ Toshiba/ Trane /Blue star. <b>[Mini 5 Star rating as per BEE Guide Line 2024-25]</b>  |            |      |
| 1 [a]       | Inverter Hi-wall Split AC of 2.00 TR  | 1          | NO   |
| 1 [b]       | Inverter Hi-wall Split AC of 1.50 TR  | 3          | NO   |
|             | <b>TOTAL FOR PART- I</b>  |            |      |
| <b>[II]</b> | <b>LOW SIDE WORK</b>  |            |      |
| 2           | Installation charges for above 2.0TR/1.50TR/ 1.00 TR Split A/C including 5.0 R m copper tubing and electrical wiring connection etc. complete.  | 4          | NO   |
| 2[a]        | Refrigerant piping - insulated 0.80mm wall thickness copper tube of Mandav/ Totalline make between indoor to outdoor unit beyond 5 R m dist. Of <b>1.0 TR/1.50TR/2.00 TR Hi wall split unit</b> with 2.5 Sq mm 3 Core copper flexible cable of Finolex/R R Kable/ Havells /CEI make. The copper piping shall be insulated with 9 mm thick Nitrite rubber insulated of 'O' Class of K Flax/Armafex / Superlon Make ( copper pipe concealed in inside wall) | 12         | R m  |
| 3           | 25/32 mm Dia UPVC drain pipe with insulation of Dutron/Supreme/Astral make - schedule 40 pipe, white in colour, joint properly glued with UPVC adhesive for water outlet from indoor unit. (drain pipe concealed in inside wall)  | 30         | R m  |
| 4           | Providing ,Fabricate and Fixing M.S stand Platform for keeping outdoor unit of Cassette /Split A/C. with M.S cage for locking of outdoor unit of Cassette/Split A/C. including painting [Drawing should be prepared by the vendor and approved by the Architects]   | 50         | KG   |
| 5           | Providing and Fixing M.S Powder coated stand for keeping outdoor unit of Split A/C. (Readymade)   | 2          | NO   |
|             | <b>TOTAL FOR PART- II</b>   |            |      |
|             | <b>GRAND TOTAL ( I + II)</b>  | <b>Rs.</b> |      |
|             | + GST AS APPLICABLE   |            |      |

**TENDER DRAWINGS (TENDER PURPOSE ONLY)**

